

## 2023 La Casita Day Camp



## Camper Information Packet

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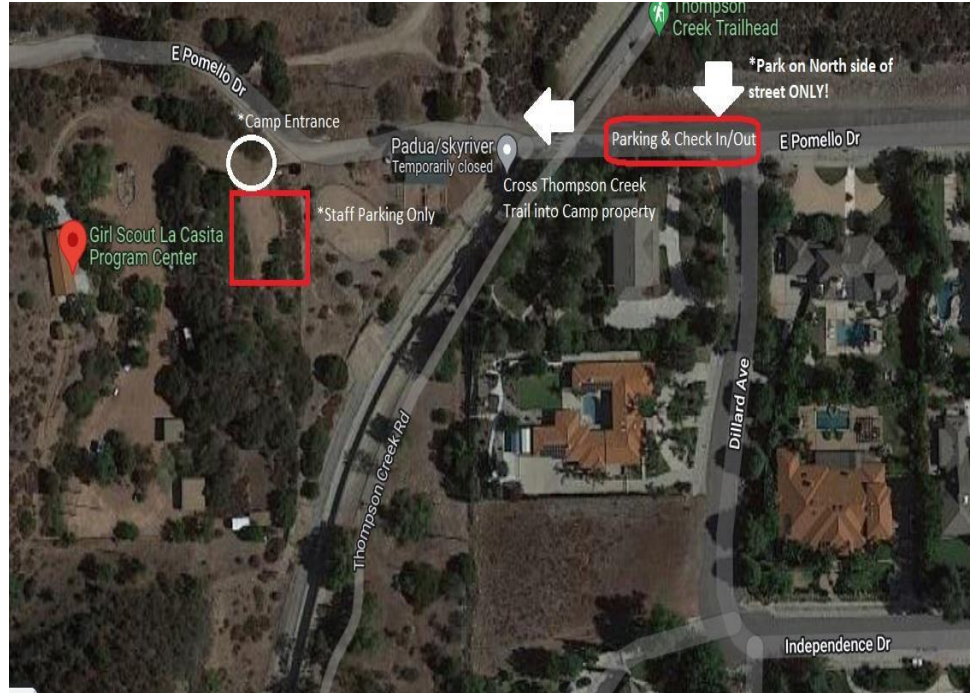
## GENERAL INFORMATION

**Address and Contact:** La Casita is located at **150 E Pomello Dr Claremont CA 91711**.

The direct line to camp is **(626) 677-3642**. A staff member from the admin team will answer! If you need to reach us by email please contact: [lacasitacamp@girlscoutsla.org](mailto:lacasitacamp@girlscoutsla.org)

**Directions:** La Casita is located at the end of Pomello Dr. across the Thompson Creek trail and up the dirt road.

**Parking:** Please park on the North side of Pomello for check in/out. It is a residential area, and we would like to be respectful of our neighbors.



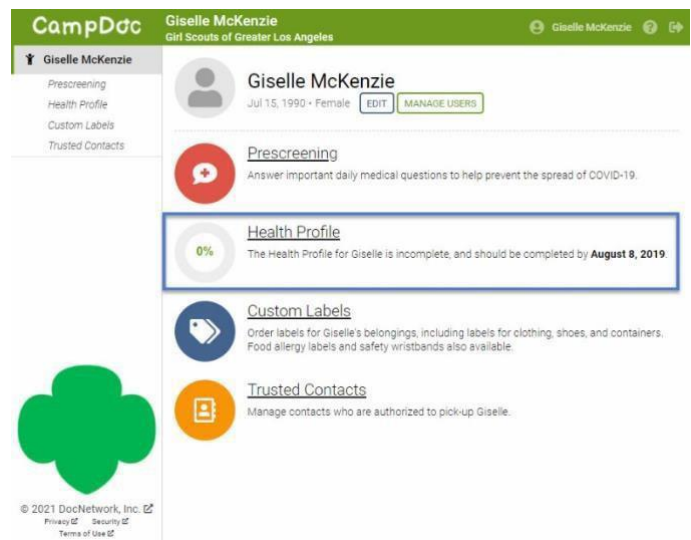
## CAMPER HEALTH AND AUTHORIZATION

To collect health history and medical care information GSGLA uses CampDoc.com, a secure, encrypted, and password protected electronic health record system for camps. You must complete your CampDoc.com health history by the Thursday before your camper's session. Please ensure the following parts are completed:

*Map of La Casita. Please Reference for parking and camper drop off and pick up.*

### HEALTH PROFILE

Before joining us, please make sure you have completed your camper's CampDoc health profile. If you are having trouble logging on or have not received your invitation, please email [camphealthforms@girlscoutsla.org](mailto:camphealthforms@girlscoutsla.org), and CC [cuhler@girlscoutsla.org](mailto:cuhler@girlscoutsla.org). Health forms must be completed prior to your camper attending camp. Part of CampDoc is a logging system that will send you an email when your camper receives any kind of first aid from us. Rest assured that we will call you first if anything happens that requires your immediate attention. Smaller first aid incidents, like small scrapes and splinter removals, will be logged with an email.

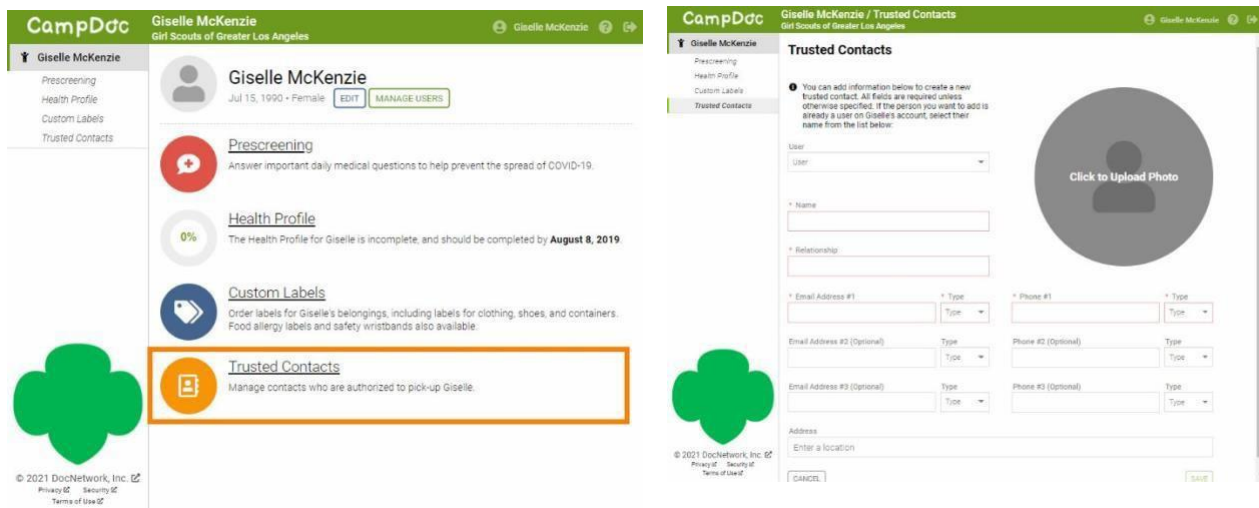


## PHOTO RELEASE

We will be taking a group photo on Friday afternoon. Please double-check your camper's photo release status in CampDoc. Campers who do not have a photo release will not have their photographs taken.

## TRUSTED CONTACTS

There is a section in your CampDoc called "Trusted Contacts". These are the approved individuals who can drop-off or pick-up your child from camp. Please provide contact details, including a photo, for all trusted contacts. Parents/guardians must add themselves as a trusted contact. **Trusted contacts can be updated by you at any time.** For your camper's safety, campers will **NOT** be released to individuals who are not on the "Trusted Contacts" list.



## CAMP PROCEDURES

The following procedures will be observed to maintain a safe and fun summer at La Casita.

### EXTENDED BEFORE CARE

(AM Care) is available each day from 7:00am to the start of camp for an additional \$25 dollar fee per session. During this time, campers will participate in camp activities including crafts, games, and songs.

### CAMPER CHECK IN

Check-in will start at 8:45am and run until 9:00am every morning. Please allow the check-in process to take up to 15 minutes on the first day of camp.

Campers will be checked in and out in front of the gate entering the Thompson Creek trail. Please park on the North side of Pomello. Please find your camper's unit table and check your camper in. If you have multiple campers, you may check them all in at one table. **All campers** will receive a contactless forehead Temperature Check at the check-in table and a headlice check in the camp house.

### CAMPER CHECK OUT

Check out Pick Up will start at **3:45pm** and run **until 4:15pm** every afternoon in front of the gate to Thompson Creek trail. If you have multiple campers, you can pick them up from any table. **Caregivers MUST bring a valid PHOTO ID AND be on the "Trusted Contacts" list in CampDoc before we will release the camper.**

**If you need to pick up your camper early, please come before 3:30pm.** To prohibit parents flooding in  
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before the end of the day, we keep the gate **LOCKED** between 3:30pm and 3:45pm as we properly set up our systems for check out. Campers not picked up by 4:15 will be automatically enrolling in the \$25 aftercare fee.

### **EXTENDED AFTER CARE**

(PM Care) is available each day from **4:15pm to 6:00pm** for an additional \$25 dollar fee per session. During this time, campers will participate in camp activities including crafts, games, and songs.

**Campers not picked up by 6:00pm will be charged \$10 for every 10 minutes thereafter.**

### **CAMPER BEHAVIOR**

We are committed to providing a physically and emotionally safe environment at camp. Campers are expected to:

- Follow the safety rules of camp
- Respect staff, other campers, and themselves
- Respect the property of the camp and other campers
- Follow the Girl Scout Promise and Law

Disruptive, destructive and dangerous behavior by campers is not allowed. Such behavior will result in the camper being removed from the correct activity. If the behavior continues, the camper will be dismissed from camp. Refunds will not be issued to campers dismissed for unacceptable behavior.

Campers will be dismissed immediately for:

- Endangering the health or safety of others
- Teasing, bullying or abusing other campers or staff
- Violence of any kind

### **EMERGENCIES**

Camp staff are CPR/First Aid/AED certified. In case of emergency, staff will act accordingly and will contact the parent/guardian and/or the camper's emergency contact.

### **EARLY PICK UP**

To prohibit parents flooding in before the end of the day, we keep the gate **LOCKED** between 3:30pm and 3:45pm as we properly set up our systems for check out. **If you need to pick up your camper early, please come before 3:30pm.**

Please inform the camp staff as soon as possible if you need to pick your camper up early. Once the authorized pick-up person has arrived, please come to the Casita to fill out necessary papers while a staff member locates your camper. Like in normal Camper Check Out, **La Casita will not release campers to anyone who is not on the "Trusted Contacts" list.**

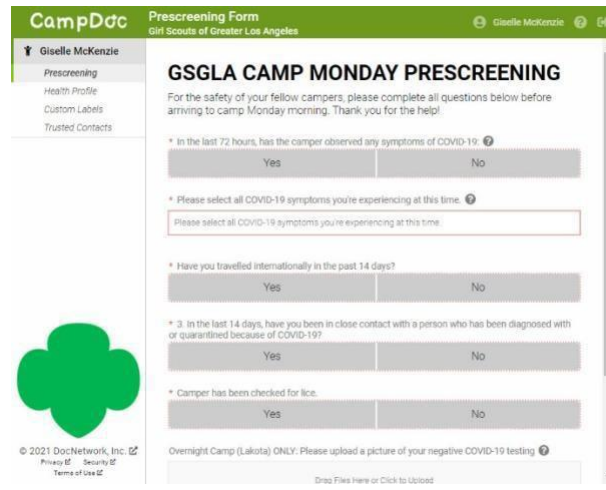
### **PREPARING FOR CAMP**

Are you ready for camp? Take a look at the following checklists to ensure a smooth day of camp!



## BEFORE MONDAY ARRIVAL

- Ensure your camper is feeling 100% healthy. Please do NOT send a symptomatic child to camp!
  - Perform a hair check for lice (we will also be doing this Monday Morning at Camp as well)
  - Complete the Prescreening questionnaire on CampDoc.com. See pictures below for guidance.
- \*\*Please note: uploading a negative COVID test or Vaccine Record in the prescreening is only mandatory for OVERNIGHT Camp.**



## WHAT TO BRING TO CAMP

**Potty Training:** Campers must have the ability to use the restroom and know how to maintain proper bathroom hygiene.

**PPE:** Campers must bring their own mask to camp each day. Due to the nature of camp, we recommend bringing an extra mask and a personal hand sanitizer. We will have extra hand sanitizer available for campers to use throughout the day as well as extra masks if necessary.

**Clothing:** All campers should wear play clothes. Shirts must have sleeves (no tank tops, spaghetti straps, etc.) and cover the midriff. Long skirts/dresses are allowed for religious reasons. All shoes must be closed-toed and closed heeled. Tennis shoes are preferred. Hats and sun glasses are suggested for sun protection.

**Sunscreen:** We will be in the sun for multiple hours and will be at risk for skin damage. We have designated times throughout the day for sunscreen application. Girls must be able to apply sunscreen on their own.

**Lunch:** Campers are responsible for **bringing their own lunch**. We will be providing two light snacks throughout the day.

**Water:** Please bring a **reusable water bottle** to stay hydrated throughout the day and to help the environment!

**Themed-Specific Items/Dress:** Some weeks have themes during which one day your camper may be asked to dress up or bring an item for show and tell! So long as the costume is comfortable in the heat/the item is not irreplaceable should it be lost or damaged, we encourage limitless festiveness from your camper!

## WHAT TO KEEP HOME

**Smart Devices:** Camp is a technology-limited zone. We ask that all cell phones and smart watches be left at home, but, if necessary, they must be put away for the day and only brought out for emergency purposes. This is to promote camaraderie and full participation in the camp activities. This includes using cell phones as cameras, so please bring a separate camera if you would like to document all the fun.

**Anything of value:** Please do not bring toys or anything that might be lost or forgotten. GSGLA is not responsible for lost/damaged items.

## **COVID-19 PROCEDURES**

As you know, COVID-19 regulations, rules, guidelines, etc. are constantly changing and keeping us on our toes! We cannot express how much we appreciate your patience and understanding as we continue to understand, and implement, the information we are receiving.

## COVID-19 GUIDELINES

Please review the following general camp guidelines surrounding COVID before coming to camp:

1. Do not send your campers to camp if they are feeling ill.
2. Should your camper report any symptoms synonymous with feeling sick, the camper will be isolated from other campers and sent home to be monitored.
3. Everyone at camp will be wearing masks, except when doing climbing the rock wall or eating. Campers will have plenty of time to social distance and have “mask-off” time throughout the day.

If you would like to know our full COVID Guidelines, you can read through our [GSGLA Camp Field Guide with COVID-19 Procedure](#) as well as our [Communicable Disease Plan](#).

*Thank you for reading this important information.  
We look forward to an amazing summer at La Casita Day Camp.*

*Cheyenne Uhler, Camp Director*  
Camp Line: 626-677-3642 | Direct: 626-677-2299  
[cuhler@girlscoutsla.org](mailto:cuhler@girlscoutsla.org) / [lacasitacamp@girlscoutsla.org](mailto:lacasitacamp@girlscoutsla.org)





