



## Grades 8-12

**DROP OFF: Monday, July 22 @ 7:00 PM | Camp Brandenburg**

**PICK UP: Friday, July 26 @ 4:00 PM | Madison College Campus**

### **Camp Information Packet**

Please plan for up to **30 minutes for check-in** on drop off day and **15-20 minutes for check-out** on pick up day. See the Check-In & Check-Out Information below for more details about what to expect.

All daytime activities will be at the College of Protective Services on the **Madison College Campus** (1701 Pearson St, Madison). We will be busing to **Camp Brandenburg** in the evenings for sleeping.

See the information provided below for a packing/prep list and information about required pre-camp checks.

**GIRL SCOUTING BUILDS GIRLS OF COURAGE, CONFIDENCE, AND CHARACTER WHO MAKE THE WORLD A BETTER PLACE.**

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**PLEASE READ THIS ENTIRE PACKET.**

**ALL forms must be completed in CampDoc before she comes to camp.**

# Welcome to CampHERO!

I'm so happy you've decided to spend part of your summer with us! You are about to experience some really cool stuff, planned JUST FOR YOU! We've been working hard to make CampHERO hands-on, safe and most importantly FUN!

CampHERO is a summer camp open to any school aged girl who'd like to attend. It is hosted by Girl Scouts of Wisconsin-Badgerland Council and run by volunteers from various police, fire and emergency medical services departments as well as Girl Scouts.

Make sure you pay close attention to all the information in this packet! There's a lot to see!

If you have any questions or concerns, please email us at [CampHERO4girls@gmail.com](mailto:CampHERO4girls@gmail.com). I'm excited to meet you!



*Joda*

Captain Jen Román

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## Safety at Camp

Safety is our number one priority. Most of our CampHERO volunteers and staff are professional firefighters, EMT's, paramedics and police officers with training in emergency response.

CampHERO will provide an on-site health supervisor/safety officer while campers are on site.

All activities performed on the training grounds are supervised by professionals and follow the same safety standards as used by the City of Madison and Madison College in training personnel and students.

**Long pants and closed-toe shoes are REQUIRED FOR EVERYONE.**

**Long hair must be tied back.**

**NO EXCEPTIONS!**

## Check-In Procedures

Plan to arrive at Camp Brandenburg at 7:00PM.

Campers will be directed through check-in stations. Parents should plan approximately 30 minutes for the entire process.

Each girl will need to be accompanied by an adult during check-in. Here's what to expect:

### Check-In:

1. Please bring all of your camper's belongings with you to the check-in area. You will be directed on where to leave it.
2. Follow the signs and greeters to the check-in area.
3. Give your camper's name to the check in staff.
4. Your camper will be given a camp t-shirt and housing instructions.
5. Your camper will complete a brief lice check. See information about lice checks below.
6. If your camper has brought medication, an EPI pen, or an inhaler to camp, you will be required to stop by the Health Officer (camp nurse) to turn in those medications for proper administration of medications. See further information about medication below.

**\*CAMP DOCS MUST MATCH PRESCRIBED MEDICATION TO BE ADMINISTERED AT CAMP\***

7. All campers will then join their crew inside Hilltop Lodge
8. Adults will be asked to leave the premises.

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## Check-Out Procedures

Plan to arrive at **Madison College** to pick up your camper at 4:00 pm. Please do NOT arrive earlier than your pick-up time. We coordinate parent arrival with closing day activities. When you arrive, you will be directed where to go to check out your camper.

**For the safety of our campers all persons picking up campers (including parents), must be listed in CampDoc and will be expected to show a photo ID or relay the "secret number" they were given at check-in.**

1. Upon arriving at campus, please proceed to the check-out area. Bring a photo ID or the "secret number" given to you when you checked in.
2. Tell the check-out staff your camper's name and secret number.
3. If you do not have a secret number, show your photo ID. Your name will be compared to the approved list of pick-up people.
4. You will be given a sticker with your camper's name on it. Take that sticker with you to the designated camper pick-up area.
5. Hand the sticker to your camper's crew leader (camp counselor).
6. You may then leave with your camper and her belongings.

## CampHERO Cell Phone Policy

We acknowledge that campers and parents want to stay connected, and that cell phones may be necessary for communication during travel. However, we have found that cell phone use at camp is disruptive and interferes with developing relationships.

Any cell phones brought to camp must be turned off and left packed in her backpack. Campers who violate this rule will be required to give their cell phone to camp staff to be held until the end of the day. Any exceptions must be approved by the onsite "Incident Commander".

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## Why are there so many forms?

Good question! CampHERO follows the guidelines of several organizations, including Girl Scouts USA & the American Camping Association, to ensure camper health and safety. We collect information that will help our staff and campers have a great experience. In addition, our partners, who allow us the use of facilities and equipment, require waivers. We know it's a lot, but it's necessary!

# Health Information - CampDOC.com

*Important forms!! Don't forget!*

Four weeks before your camp session, look for an email from CampDoc.com to complete your camp paperwork. To complete your registration, you must log in to CampDoc and complete all information.

- Click the link in the email to set the password for your CampDoc.com account.
- Follow the instructions and complete or update the information for your camper. Alerts will appear for any missing required information.
- **Return to CampDoc.com at any time to make changes/updates to your camper's health information (medications) before camp begins. If there are changes during camp, please let camp staff know.**

*TIP: Set register@campdoc.com as a 'safe sender,' to avoid accidental delivery to junk and spam folders.*

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## Medications

All medications that your camper is taking, both prescription and over-the-counter, must all be listed on the Health History & Exam Form.

Any medications that are brought to camp are given to and dispensed by the Health Supervisor during the camp session (asthma rescue inhalers, glucose, and epi-pens are kept with the camper at all times). Please leave unnecessary medications at home.

ALL medications must be in their original containers and be labeled with the camper's name, and directions for use. This includes vitamins and over-the-counter medications. Prescribed medications must be labeled with the pharmacist's label. Without this, the medication cannot be legally given to the camper.

Pack medications in your daughter's daypack in a resealable plastic bag labeled with her name. She will need to turn it all into the health supervisor upon arrival at camp.

## CampHERO participants share helmets, so we do lice checks!

Check your camper's head for lice before camp! It is up to you as the parent/guardian to ensure that your camper is not arriving with head lice.

We will do a head check of each person during the 1<sup>st</sup>-day check-in. If a participant is found to have nits or lice during check-in, CampHERO staff will work privately with the family on a plan for removal before participating in camp activities. All reasonable accommodations will be made and a plan for physical distancing of the camper may be required. No refunds will be given if a camper has lice and is unable to attend camp.

For more information, contact your local health department or go to [www.headlice.org](http://www.headlice.org).

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## Bugs and Sun!

Campers spend the majority of their time outdoors. We emphasize prevention and require campers to bring and apply their own bug repellent and sunscreen. Here are some tips to discuss with your camper:

- Encourage body cover (long pants, shirts, socks, hats) as appropriate for the weather and activity.
  - Apply an insect repellent containing 10 percent to 30 percent DEET (recommended for children) and to 50 percent DEET (for adults). Reapply per package directions throughout the activity. Spray the repellent on clothing rather than skin when feasible. Please bring your own bug spray, and refrain from sharing with others in order to avoid any allergic reactions.
  - Campers who discover a tick should report it to the CampHERO staff for assistance in removing it.
  - Sunscreen should be applied regularly on all exposed skin and reapplied as recommended. Please bring your own sunscreen, and refrain from sharing with others in order to avoid any allergic reactions.
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## Special Needs

We will do everything that we can to accommodate special needs while continuing to provide girls with an excellent experience. We request that you inform us of your camper's needs before her attending camp. This way we have the opportunity to work with you to ensure your camper's needs are met and that there is adequate staff coverage. This process does take time and planning. We request that you notify the camp director of any special needs by emailing [CampHERO4girls@gmail.com](mailto:CampHERO4girls@gmail.com).

## Girl Scout Insurance

All campers are covered by additional Girl Scout health and accident insurance (one of the reasons membership is required with registration). The Girl Scout insurance is a supplemental plan to the parents' insurance. Cost is included in the camp fee.

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## Cancellation Policy

Occasionally the need arises to cancel due to weather, safety concerns or low registration. For weather-based cancellations, every attempt will be made to contact you. Maintain accurate contact information in MyGS so staff can reach you. If canceled, the program will be rescheduled or refunded.

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## Refund Policy

Refunds, minus a \$10 cancellation fee per event transaction, are given for cancellations made by the registration deadline, or in the event of serious illness or death in the family. Full refunds are issued after the deadline only if the program is canceled.

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## CampHERO Food

Eating properly is an important part of a great camp experience. Good nutrition combined with food that tastes good makes for a happy camper (and happy firefighters). CampHERO's Head Chef is a real-life firehouse cook and a former gourmet chef! Meals are different each day. Our meals are balanced, offering a main dish and healthy side dishes that will give girls the energy they need. In addition, campers will be provided with healthy, tasty snacks and beverages throughout the day.

We can accommodate a variety of special food needs. If your camper has specific food restrictions or allergies include this information on your camper's Health Form. If you have specific questions or concerns, please contact us before camp at [CampHERO4girls@gmail.com](mailto:CampHERO4girls@gmail.com).

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## Visiting Camp

Parents/ guardians are NOT allowed to visit camp once the program has begun. One of the goals of the camp is to help girls become more self-confident and independent.



## Homesickness

Homesickness may occur when a child is separated from her normal support system. It is quite natural for children to miss home when they are away, particularly during meal times. Learning how to handle a separation is an appropriate developmental task.

Each camper handles homesickness differently. Staff is trained to work with each camper to figure out what will help her.

Your encouraging attitude before and during camp will help prevent homesickness. Here are some hints to help prepare your camper for her stay:

- Discuss what camp will be like and strategies for dealing with homesickness, before your camper leaves.
  - Pack a personal item from home, such as a stuffed animal.
  - If you receive a call and your camper wants to talk to you, offer calm reassurance and put the time frame into perspective. This type of call is not a common call but occurs when a camper does not respond to attempts to help them.
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## Lost and Found

Please label belongings clearly!

Lost or forgotten items will be held at the Girl Scout Leadership Center, 4801 S Biltmore Lane, Madison OR you can request the item be brought to another Badgerland Service Center closer to you. Items can be shipped at the expense of the camper's family. After August 12, all unclaimed items will be donated to charity.

Contact the Badgerland Service Center at 800-236-2710 to inquire about lost items and to schedule a pickup time.

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## Overnight Accommodations

Girl Scouts will be staying at Hilltop Lodge at Camp Brandenburg in Dane, Wisconsin. Girls will have access to indoor bathrooms and running water. Girl Scouts will be staying in bunk houses that sleep up to 8 girls each. There will be camp counselors present to assist Girl Scouts as needed.

Girls will have access to private showers at Madison College following each day of programming (Tuesday – Thursday) prior to bussing back to Camp Brandenburg. **Girls need to bring a Day Pack that is able to carry a change of clothes, shower supplies, and any other daily needs.**

# Packing/Prep List

All items are required unless otherwise noted. Mark belongings with camper's name, in ink, or with tape to prevent loss.

## PLEASE WEAR AT ARRIVAL:

- Closed-Toed Shoes (**REQUIRED On CampHERO Training Grounds**) – NO CROCS OR SLIDES.
- T-Shirt
- 1 Sweatshirt Or Long Sleeve Shirt In Case Of Cool Weather
- Comfortable Long Pants/Jeans (**REQUIRED On CampHERO Training Grounds**)
- Shorts or Pants

## PLEASE PACK IN A DAYPACK:

(Large Enough to Carry Shower and Daily Needs)

- Rain Jacket or Poncho
- Sunscreen
- Bug Spray
- Water Bottle
- Day Pack To Carry Daily
- Medications (See Note On Page 6)

## PLEASE PACK IN A DUFFEL BAG OR SUITCASE:

- Sleeping Bag (Store with Pillow)
- Pillow (Store with Sleeping Bag)
- An Extra Pair of Closed Toed Shoes
- Baseball Hat And/or Bandana
- A T-Shirt for Each Day (must cover stomach)
- A Sweatshirt or Fleece Jacket
- 1-2 Pairs of Shorts for Fitness Activities
- Comfortable Long Pants/Jeans for Each Day
- Pajamas or Clothes to Sleep In

- Indoor Footwear (Sandals / Slippers)
- Underwear and Bras for Every Day plus Extra
- Socks for Every Day plus Extra
- Shower Shoes (flip-flops are okay)
- Shower Towel(s)
- Shower Supplies: Washcloth, Soap, Shampoo/Conditioner
- Deodorant
- Toothbrush, Toothpaste, and Floss
- Brush or Comb
- Hair Ties/Clips
- Sanitary Napkins or Tampons (if needed)
- Flashlight or Headlamp with Extra Batteries

## OPTIONAL ITEMS:

- Camera (not connected to a phone)
- Lotion, other toiletries
- Cards or Quiet Games
- Laundry Bag for Dirty Clothes
- Something to Read
- Stuffed Animal
- Cash / Credit Card – (State Street Outing / Camp Shop)

## DO NOT BRING:

- Electronics
- Candy, Food Or Beverages
- Sandals/Flip Flops (Shower Shoes are Okay)
- Crop Tops or Shirts that Expose Stomach or Back
- Personal Items, Such As Jewelry
- Pets
- Weapons Of Any Type

*CampHERO is not responsible for lost or stolen items.  
Campers are encouraged to leave valuable at home!*

# Directions to the Camp Brandenburg - Hilltop

Camp Brandenburg  
6307 Brandenburg Rd.  
Dane, WI 53529  
608.849.7381

GPS can be unreliable in some areas. Please print a copy of these directions to ensure you arrive on-time as planned. There are other routes to Camp Brandenburg. This route provides the simplest set of directions.

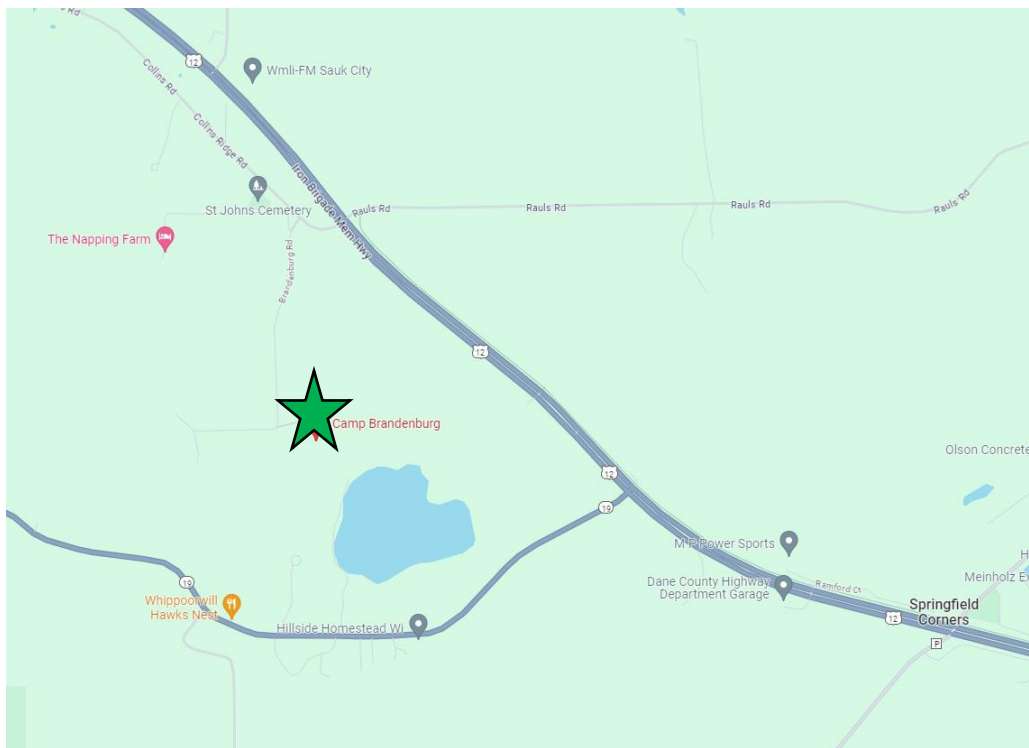
## From the Madison Area

- Take Hwy-12 N out of Middleton (approximately 9 miles, 1 mile past Hwy-19 W) to Collins Ridge Rd.
- Turn LEFT onto Collins Ridge Rd. and travel 0.1 mile to Brandenburg Rd.
- Turn LEFT onto Brandenburg Rd.
- Hilltop is the first driveway on the left as Brandenburg Rd. makes a sharp right turn. A Brandenburg sign (brown with green lettering) is at the open gated entrance. Fire #6258 is posted at the road.

## From the Baraboo Area

Property is 33 miles from I-90.

- Follow Hwy-12 S from Sauk City
- Take the SECOND RIGHT onto Collins Ridge Rd. (Hwy-12 has two intersections with Collins Ridge Rd.)
- Turn LEFT onto Brandenburg Rd.
- Hilltop is the first driveway on the left as Brandenburg Rd. makes a sharp right turn. A Brandenburg sign (brown with green lettering) is at the open gated entrance. Fire #6258 is posted at the road.



## Directions to Madison College

Madison College Protective Services Building is located at 1701 Pearson Street, Madison.

From the corner of Hwy 51/Stoughton Road and Hwy. 151/East Washington Avenue:

1. Drive North on Hwy 51/Stoughton Road.
2. Turn West (left) on Anderson Street.
3. Turn North (right) on Pearson Street.
4. Watch for signs and volunteers to direct you to the parking lot.

