



CampBUILD Pre-Apprentice Session 2  
**July 18, 2025**  
(1 day)

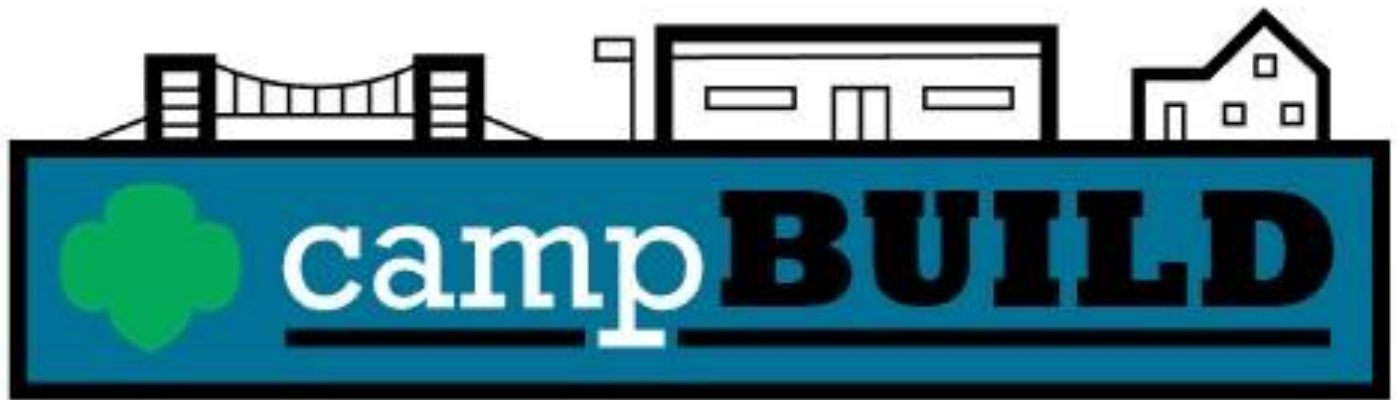
**Check-In: 7:45-8am @ Madison College**  
**Check-Out: 2:45-3pm @ Madison College**

**Notes:** Ensure your camper is wearing long pants and closed-toe shoes and hair is tied back. Be sure to review check-in and pick-up procedures as listed in the camp packet.

**Medications:** Medications should be dropped off at check-in daily, in original bottles.

**Food:** You will need to send a packed lunch with your camper. You are responsible for ensuring your camper has a fulfilling and nutritious meal. Snacks will be provided for all campers. Camp is NUT FREE

**Questions?** Contact our Customer Care at 1.800.236.2710 or [info@gsbadgerland.org](mailto:info@gsbadgerland.org)



## Camp Information Packet

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

# Welcome to CampBUILD

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I would like to extend a warm and enthusiastic welcome to all of our campers attending this year's CampBUILD! We are so excited to have you with us for this hands-on, skill-building experience, and we can't wait to see what you accomplish.

This camp is all about exploring the world of construction, building, and design. You'll have the chance to work together with fellow Girl Scouts to learn new skills, build incredible projects, and, most importantly, have fun while gaining a deeper appreciation for the art of construction. Whether it's using tools, creating structures, or working as a team, this camp is designed to empower you to be strong, confident, and capable in all that you do.

Throughout our time together, we'll focus on building leadership, problem-solving, and teamwork skills. You will be guided by our experienced staff, who are here to support you every step of the way and ensure you have the best possible experience.

Get ready to get your hands dirty, create something special, and take home lasting memories and skills that will serve you for years to come!

We can't wait to see the incredible things you will achieve this week. Welcome to CampBUILD, and let's build something amazing together!

With Excitement,

**Sandy Thistle**

Designer and Director of CampBUILD

## Who to Contact with Questions about Camp

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Badgerland Customer Care Team 800.236.2710

[info@gsbadgerland.org](mailto:info@gsbadgerland.org)

**PLEASE READ THIS ENTIRE PACKET.**

**Long pants and closed-toe shoes are required for EVERYONE.**

**Tie back any long hair.**

## Camp Location

CampBUILD will be located in the new MATC construction buildings.

**1849 Wright St, Madison, WI 53704**



## Check-In Procedures

Plan to arrive at Madison College at 7:45am – 8:00am.

Campers will be directed through a check-in station. Parents should plan approximately 15 minutes for the entire process.

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

1. Follow the signs and greeters to the check-in area.
2. Give your camper's name to the check in staff.
3. Your camper will be given nametags for the day.
4. If your camper has brought medication you will be asked to turn in those medications to the camp first aider. See information about medications below.
5. Campers will carry EPI pens and inhalers on their person.
6. All campers will then join their group in their designated waiting area.

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## Check-Out Procedures

Plan to arrive at Madison College to pick up your camper at the time listed on the attached info sheet.

**For the safety of our campers, all persons picking up campers (including guardians), must be listed in CampDoc and relay the “secret number” they were given at check-in.**

1. Upon arriving at campus, please proceed to the check-out area. Bring the “secret number” given to you when you checked in.
  2. Tell the check-out staff your camper’s name and secret number.
  3. You may then leave with your camper.
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## CampBUILD Cell Phone and Photo Policy

We acknowledge that campers and guardians 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.

If possible, cell phones should be left at home. If they are brought to camp, cell phones must be turned off and left packed in backpacks. 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 Camp Director.

## Why are there so many forms?

Good question! CampBUILD 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 help 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!

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## Health Information - CampDOC.com

**ALL forms must be completed in CampDoc 3 WEEKS prior to the start of camp.**

- You will receive an email from [register@campdoc.com](mailto:register@campdoc.com) with instructions.
- 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 before camp begins.
- Confirm any accommodations needed for behavior, health, or dietary needs in CampDoc.
  - Please Note: Camp Staff is trained and willing to work with your camper to meet their accommodations. Notes on behavior or health needs will not bar your child from participating in camp activities but will allow our staff to best support your Girl Scout.

*TIP: Set [register@campdoc.com](mailto: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 be listed on the Health History & Exam Form.

Any medications that are brought to camp are given to and dispensed by the camp first aider 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 Girl Scout's daypack in a resealable plastic bag labeled with their name. It will need to be turned in to the camp first aider upon arrival at camp.

## Bugs and Sun!

When campers spend time outside, we emphasize prevention and require campers to bring and apply their own bug repellent and sunscreen. We don't expect to spend a lot of time outside, but may take breaks in the outdoors. Here are some tips to discuss with your camper if she is bringing sunscreen or bug spray:

- Apply an insect repellent containing at least 30 percent DEET (recommended for children). Reapply per package directions throughout the activity. Spray the repellent on clothing rather than skin when feasible.
  - Campers who discover a tick should report it to the CampBUILD staff for assistance in removing it.
  - Sunscreen should be applied regularly on all exposed skin and reapplied as recommended.
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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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## 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.

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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 until August 31. After August 31, all unclaimed items will be donated.

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

## 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:

- ☐ Closed-Toe Shoes (**REQUIRED to limit injury and sawdust irritation**)
- ☐ T-Shirt
- ☐ 1 Sweatshirt Or Long Sleeve Shirt In Case Of Cool Weather
- ☐ Comfortable Long Pants/J Jeans (**REQUIRED to limit injury and sawdust irritation**)

### PLEASE PACK IN A DAYPACK:

- ☐ Sack Lunch (*due to food allergies on camp, please refrain from packing peanut/nut products*)
- ☐ Water Bottle
- ☐ Medications (See Note On Page 5)

### DO NOT BRING:

- Electronics
- Candy, Food Or Beverages
- Sandals/Flip Flops
- Halter Tops With Open Backs
- Personal Items, Such As Jewelry
- Pets
- Weapons Of Any Type

*CampBUILD is not responsible for lost or stolen items.*

*Campers are encouraged to leave valuables at home!*