



# Summer Camp Information Packet



**Girl Scouts of Southeastern New England**  
500 Greenwich Avenue  
Warwick, RI 02886  
(401) 331-4500  
CustomerCare@gssne.org

## **Begin Your Camp Adventure!**

Today, girls live in a world of screens- and sometimes they just want to get away from it all. That's why camp is such a unique experience...an opportunity to truly focus on building courage, confidence, and character. Explore the outdoors in an exciting summer adventure-hiking, canoeing, challenge course, archery, and much more! Attending camp is always a girl's favorite memory of their Girl Scout years. By experiencing the adventure of camp, girls develop leadership and outdoor skills, and a deep appreciation for our natural world. Girl Scout Camp allows all girls to grow, explore, make new friends and memories, and most importantly, have FUN!

### **Take A Closer Look At Our Properties!**

Our camps offer girls a safe space to enjoy traditional camp activities, explore their interests, and discover the outdoors. Campers follow the Girl Scouts Promise and Law as they participate in girl-led activities that teach valuable life skills and self-reliance, leadership, and perseverance under the guidance of caring, well-trained staff.

We have two day camps located in beautiful Rhode Island. No matter the camp, Girl Scouts of Southeastern New England (GSSNE) provides all girls with the opportunity to enjoy traditional camp activities, develop a deep appreciation for nature, and create cherished memories with their new Girl Scout family.

#### **Camp Hoffman**

**2850 Ministerial Rd., West Kingston, RI 02892**

Founded in 1921, Camp Hoffman/Camp Green Forest is one of the oldest Girl Scout camps in the country and sits on 173 acres on Larkin Pond. Camp Hoffman/Camp Green Forest emphasizes high adventure and waterfront activities! General camp activities may include archery, swimming, boating, high and low ropes challenge course, GaGa Ball, sports and games, arts and crafts, hiking and cookouts.

#### **Camp Rocky Farm**

**160 Carroll Ave., Newport, RI 02840**

Founded in 1950, Camp Rocky Farm is a 7 acre property just a short walk from Gooseberry Beach in Newport. This camp is within walking distance of Ocean Drive and the Newport Mansions. General camp activities include archery, climbing the rock wall, going to the beach, team building activities, games, arts and crafts, singing and cookouts.



**Section 1:**  
Day Camp Information

# Day Camp Packing List

The following list is intended as a guide for families. Please note that camper equipment does not need to be new and remember to write your camper's name or initials on ALL camp gear and clothing! (\*Required Items)

**Campers should be prepared to carry their backpack with them throughout the day.**

- 2 Facemasks
- Bagged lunch\* (nut free)
- 1 change of dry clothes
- Bathing suit
- 1 towel for swimming
- Hat/visor for sun
- Warm jacket or fleece (or a warm vest)
- Close toed shoes\*
- Raincoat/poncho
- Water shoes (if desired)
- 1 refillable water bottles (minimum 16 oz. with secure lid) – essential! \*
- Small daypack/backpack\*
- Medication (if applicable) Prescribed medications must be kept in the original container bearing pharmacy label, prescription number, date filled, physician's name, directions for use, and patient's name. Prescribed medicines must be given to the Camp Health Supervisor/Nurse on arrival to camp.
- Sunblock (SPF 30 or higher recommended) \*
- Mosquito repellent (with 20% DEET recommended) \*
- Hand sanitizer
- Sanitary supplies (if needed)

## **OPTIONAL/FOR FUN**

- Camera and extra batteries (or disposable camera)
- Tissues
- Sunglasses
- Glasses (if needed)
- Retainer (if worn)
- Bandana/buff and hair elastics

**NOTE:** The following items are prohibited at GSSNE camps: iPods, cell phones, electronic games, personal sports equipment, weapons, pets, illegal drugs, and alcoholic beverages. Electronics brought to camp will be collected and stored in the camp office. Campers bringing illegal drugs and/or alcohol camp will be immediately dismissed.

# Thursday Night Campout Packing List (For Day Campers)

The following list is intended as a guide for families. Please note that camper equipment does not need to be new and remember to write your camper's name or initials on ALL camp gear and clothing! **This list is IN ADDITION TO the normal day camp packing list.** (\* Required Items)

- Change of clothes\*
- Underwear
- Bra (if needed)
- 2 pairs socks (including some thicker, toasty wool socks)
- 1 set of pajamas\*
- Warm hat (wool suggested)
- Warm jacket or fleece (or a warm vest)
- 1 sweatshirts/sweaters
- Close toed shoes\*
- Long underwear for cold temperatures (suggested)
- Flashlight/lantern and extra batteries
- Laundry bag
- Mess kit\*
- Warm sleeping bag and blanket; fitted sheet suggested, as well! \*
- Pillow and pillowcase \*
- Washcloth
- Toothbrush and toothpaste
- Brush/comb
- Deodorant

# Day Camp Bus Information

Check out the “Camp” page on our website to access this year’s day camp bus schedule.

If there is an emergency or change to bus pick-up or drop-off times or location, all parents/guardians will be notified by the Camp Director/Camp Coordinator.

## **School Bus Rules and Safety Tips**

We want to make sure your trip to and from camp is as enjoyable as possible. It is important to make you and your child familiar with the bus rules before traveling.

- Stay in your seat- no standing or walking around
- Keep noise level down
- Keep heads, hands, and feet inside of bus
- Don’t throw things inside the bus or out the window
- Not eating or drinking on the bus
- Keep the bus clean
- No smoking or tobacco, or vaping on the bus
- Don’t be destructive
- Be courteous. Cooperate with the driver and camp staff members
- Stay out of the “Danger Zone” - anywhere within 10 feet of the bus
- Don’t ever try to get anything you left on the bus after you have already gotten off. We will do our best to ensure personal property is returned.
- Don’t try to pick up anything dropped underneath the bus.
- Always follow the driver’s directions about how to cross the street. Be alert to traffic, look both ways, and always walk in front of the bus.
- If there is an emergency let a staff member know right away
- Check for all of your belongings before leaving the bus

**Section 2:**  
Overnight Camp Information

# Overnight Camp Packing List

The following list is intended as a guide for families. Please note that camper equipment need not be new and remember to write your camper's name or initials on ALL camp gear and clothing!

**Campers and families should be prepared to carry their luggage to their units. Please pack in large, easy-to-carry backpacks or duffel bags that are less than 14 inches in height when packed – this will allow the bag to slide under the cot!**

## MEDICATION (if applicable)

- Prescribed medications must be kept in the original container bearing pharmacy label, prescription number, date filled, physician's name, directions for use, and patient's name. Prescribed medicines must be given to the Camp Health Supervisor/Nurse on arrival to camp.

## CLOTHES

- 2 – 3 total pairs of shorts/pants
- 5 shirts or T-shirts (quick-dry clothing is always A+!)
- 1 – 2 long-sleeved shirts
- Greenies*: 1 pair khaki/green shorts, capris, or long trousers plus 1 or 2 plain white shirts; this outfit will be worn a few evenings during the week as a Camp Hoffman tradition!
- 6 pairs underwear
- 2+ bras (if needed)
- 6 pairs socks (including some thicker, toasty wool socks)
- Bathing suit (if possible, bring a second suit so that there's always a dry suit to change into!)
- 2 total towels for both swimming and bathing
- 2 sets of pajamas
- Hat/visor for sun
- Warm hat (wool suggested)
- Warm jacket or fleece (or a warm vest)
- 2 sweatshirts/sweaters
- 2 total pairs sneakers and/or hard-toe sandals with a heel strap
- Raincoat/poncho
- Flip flops for showering only
- Long underwear for cold temperatures (suggested)
- Water shoes (if desired)
- Facemasks (at least 2)

## EQUIPMENT

- 1 refillable water bottles** (minimum 16 oz. with secure lid) – essential!
- Small daypack/backpack
- Mess kit or unbreakable cup, plate, bowl, mug



- Knife, fork, spoon
- Flashlight/lantern and extra batteries
- Laundry bag
- Wristwatch (if desired)

### **BEDDING AND TOILETRIES**

- Warm sleeping bag and blanket plus a blanket; fitted sheet suggested, as well!
- Pillow and pillowcase
- Washcloth
- Toothbrush and toothpaste
- Brush/comb
- Shampoo/conditioner
- Soap
- Small carrying case/basket/caddy for all toiletries (suggested)
- Sunblock (SPF 30 or higher recommended)
- Mosquito repellent (with 20% DEET recommended)
- Deodorant
- Sanitary supplies (if needed)

### **OPTIONAL/FOR FUNSIES**

- Camera and extra batteries (or disposable camera)
- Tissues
- Stuffed animal(s)
- Sunglasses
- Glasses (if needed)
- Retainer (if worn)
- Book or journal
- Bandana/buff and hair elastics
- Stationary (including pre-addressed envelopes) and stamps to write home!
- Pens/pencils
- Small amount of cash (\$5 - \$50) for purchases at the camp store aka Trading Post
- Free-standing, pop-up mosquito net. Please note that there aren't poles on the beds to affix nets to. Example:



**NOTE:** The following items are prohibited at GSSNE camps: iPods, cell phones, electronic games, personal sports equipment, weapons, pets, illegal drugs, and alcoholic beverages. Electronics brought to camp will be collected and stored in the camp office. Campers bringing illegal drugs and/or alcohol camp will be immediately dismissed.

# **Section 3:** Tall and Small

## Tall and Small Overnight Packing List

The following list is intended as a guide for families. Please note that equipment need not be new and remember to write your name or initials on ALL camp gear and clothing!

**Participants should be prepared to carry their luggage to their units. Please pack in large, easy-to-carry backpacks or duffel bags that are less than 14 inches in height when packed – this will allow the bag to slide under the cot!**

### MEDICATION (if applicable)

- Prescribed medications must be kept in the original container bearing pharmacy label, prescription number, date filled, physician's name, directions for use, and patient's name. Prescribed medicines must be kept and managed by the parent or guardian while at camp.

### CLOTHES

- 1 – 2 total pairs of shorts/pants
- 2-3 shirts or T-shirts (quick-dry clothing is always A+!)
- 1 long-sleeved shirt
- 2-3 pairs underwear
- 1+ bras (if needed)
- 2 pairs socks (including some thicker, toasty wool socks)
- Bathing suit
- 1 beach towel
- 1 set of pajamas
- Hat/visor for sun
- Warm hat (wool suggested)
- Warm jacket or fleece (or a warm vest)
- 1 sweatshirt/sweaters
- 2 total pairs sneakers and/or hard-toe sandals with a heel strap
- Raincoat/poncho
- Long underwear for cold temperatures (suggested)
- Water shoes (if desired)

### EQUIPMENT

- 1 refillable water bottles** (minimum 16 oz. with secure lid) – essential!
- Small daypack/backpack
- Flashlight/lantern and extra batteries
- Wristwatch (if desired)
- Free-standing, pop-up mosquito net. Please note that there aren't poles on the beds to affix nets to. Example:



## **BEDDING AND TOILETRIES**

- Warm sleeping bag and blanket plus a blanket; fitted sheet suggested, as well!
- Pillow and pillowcase
- Washcloth
- Toothbrush and toothpaste
- Brush/comb
- Sunblock (SPF 30 or higher recommended)
- Mosquito repellent (with 20% DEET recommended)
- Deodorant
- Sanitary supplies (if needed)

## **OPTIONAL/FOR FUNSIES**

- Camera and extra batteries (or disposable camera)
- Tissues
- Stuffed animal(s)
- Sunglasses
- Glasses (if needed)
- Retainer (if worn)
- Book or journal
- Bandana/buff and hair elastics
- Small amount of cash (\$5 - \$50) for purchases at the camp store aka Trading Post

**NOTE:** The following items are prohibited at GSSNE camps: iPods, cell phones, electronic games, personal sports equipment, weapons, pets, illegal drugs, and alcoholic beverages. Electronics brought to camp will be collected and stored in the camp office. Campers bringing illegal drugs and/or alcohol camp will be immediately dismissed.

## **Section 4:** More Camp Information

# ABCs For Day Camp

## **Registration and Balance of Camp Fee:**

Registration for all camp sessions close 2 weeks prior to the session starting.

All payments must be paid in full 2 weeks prior to the start of camp. Balances due will already include various deductions (deposit, cookie credits, and financial assistance). Campers will not be permitted at camp without final payment.

## **Camper Scholarships/Financial Aid:**

We believe that every girl should have an opportunity to experience summer camp! To that end, we encourage applying for our camp scholarships. Nothing should stand in the way of a summer filled with friendship, fun and new-found confidence. All girls are welcome to attend camp without regard to race, color, religion, national origin, or socio-economic status.

Thanks to the generosity of individuals, civic organizations, and foundations, camp scholarships to attend a GSSNE summer camp programs are available for girls who, without this assistance, would not be able to attend Girl Scout camp.

We recommend completing and mailing the Camp Scholarship Application and required documentation to GSSNE as soon as possible since our funds are allocated on a first come, first served basis. Completed applications may be mailed to GSSNE, 500 Greenwich Ave, Warwick, RI 02886. Financial aid applications are evaluated on a rolling basis.

Questions? Call us at 401-331-4500 or 800-331-0149 or email at [CustomerCare@gssne.org](mailto:CustomerCare@gssne.org)!

## **Refunds:**

Cancellation, transfer, and refund requests must be submitted and received by the GSSNE Office by the program's registration deadline. Until the registration deadline, a full refund less the \$35 deposit per person will be granted. In the event of GSSNE canceling a camp program due to low enrollment, families will be contacted to discuss a transfer to another program, or to receive a refund. In all other circumstances, any monies paid (less the nonrefundable, nontransferable deposit) will be refunded only if:

- The camper is placed on a waitlist or if the financial assistance amount requested is not fully granted.
- The camper cannot attend due to illness or injury. A letter from a physician must accompany a written request for a refund.
- The camper is sent home from camp due to illness or injury. Refunds are prorated in such cases and will be made only at the written request of the parent/caregiver.

Please note that a refund will not be given if the camper leaves early for any other reason (including homesickness). Refunds will also not be issued due to inclement weather or due to waterfront closure.

A \$15 transfer fee will be applied to a camper's registration balance each time a change is made to a camper's session, program, or camp (unless the change is requested by GSSNE, due to program cancellation).

### **Changes in Contact Information:**

Please notify the GSSNE office immediately at (401) 331-4500 if there are any changes in the home or emergency phone numbers or contact names before camp begins.

### **Lost and Found:**

GSSNE is not responsible for the loss of any personal belongings or equipment. Lost & found will be held at camp for one week after the session ends. At the end of the summer camp season, all lost & found will be disposed of or donated.

### **What to Expect:**

General camp activities may include archery, swimming, boating, high and low ropes course, team building, sports and games, arts and crafts, hiking, singing, outdoor cooking, and outdoor skills. All camp activities are dependent upon camper age level (please refer to the Safety Activity Checkpoints), staffing expertise, and weather conditions.

Our camp staff are incredibly fun and caring adults that have been interviewed, background checked, and well trained.

Unit assignments will be given out when your camper checks in on the first day of camp.

### **Sample Schedule for Day Campers**

Activities that campers participate in vary each day based on age, program, other groups, weather, and the number of campers and staff. Activities could include swim/water games, boating, arts & crafts, team building, low ropes, camp craft, trading post, high ropes, outdoor skills, rock wall, field games, hiking, archery, and ponding/wetland ecology. NOTE: not all age groups are permitted to participate in archery, ropes course, and some outdoor skills based on the Safety Activity Checkpoints set by GSUSA.

Schedules are flexible during camp and often change throughout the week based on weather, availability, staffing, and potential pond closures.

Example schedule:

9-9:30am day camp check in  
9:30-10:30 Activity 1/snack time  
10:30-11:30 Activity 2  
11:30-12:30 Lunch  
12:30-1:30 Activity 3  
1:30-2:30 Activity 4

2:30-3:30 Activity 5  
3:30-4pm end of day

### **We Are Accredited!**

All Girl Scouts of Southeastern New England camps are proudly accredited by the American Camp Association (ACA). This means that our camps comply with more than 300 industry-established standards in health, safety, and program. All GSSNE camps follow ACA guidelines and state laws, in addition to Girl Scouts of the USAs guidelines.

### **Day Camp Pick-Up and Drop-Off:**

**Drop-Off:** 9:00 AM in camp parking lot. All campers will be met by camp staff upon arrival and brought to the designated group.

**Pick-Up:** 4:00 PM in camp parking lot (please note pick up times may vary on Thursdays due to the optional extended day or overnight campout).

Anyone picking up a child **MUST** be listed on the camper's release form. All adults picking-up will be required to show photo ID (including parents/guardians). There are no exceptions to this policy – even parents and guardians must show ID. This is for your child's protection!

If you have a special request for a late drop-off or early pick-up due to other family obligations or needs, please contact [customercare@gssne.org](mailto:customercare@gssne.org).

### **Overnight Camp Pick-Up and Drop-Off:**

**Drop-Off:** 3:00 PM on Sundays (unless otherwise stated)

**Pick-Up:** 4:30 PM on Fridays

Anyone picking up a child **MUST** be listed on the camper's release form. All adults picking-up will be required to show photo ID (including parents/guardians). There are no exceptions to this policy – even parents and guardians must show ID. This is for your child's protection!

If you have a special request for a late drop-off or early pick-up due to other family obligations or needs, please contact [customercare@gssne.org](mailto:customercare@gssne.org).

### **Food/Dietary Needs:**

#### **Day Camp:**

All campers are required to bring a bagged lunch with them each day. There may be some instances that we serve food to campers in which case we serve hearty and kid-friendly meals! **For the safety of all of our campers, our camps are nut-free.** Please keep this in mind when packing your camper's lunch.

#### **Overnight Camp:**



All dietary restrictions should be shared with the Camp Director 1 week prior to your camper's session. Restrictions should also be listed on the required health forms.

### **Health Care:**

All staff are First Aid/CPR/AED certified. Our Camp Nurse, Camp Director and Camp Coordinators oversee all medical concerns. If the need arises, a local physician is available for consultation.

If your child does require medical treatment during camp, the Camp Nurse or Camp Director will notify you immediately.

### **Behavior Agreement:**

Campers are expected to follow all camp rules while at camp. If a camper's behavior will no longer allowed them to remain at camp a parent/guardian or another preapproved adult will be required to pick up the camper within 2 hours. All adults picking-up will be required to show photo ID (including parents/guardians). There are no exceptions to this policy – even parents and guardians must show ID. No refunds will be issue for a child excused from camp due to behavior.

### **Phones and Calling Your Camper**

Campers are not permitted to have phones at camp. We encourage campers to disconnect and really immerse themselves in the camp experience.

Visits and calls to campers might disrupt their program and would be hard for those campers whose families are not calling. Parents are welcome to send mail to their campers while at camp. Parents may call the camp office or email customer care ([customercare@gssne.org](mailto:customercare@gssne.org)) to check on your camper. The staff will be happy to tell you how your camper is doing. Administrative staff works with counselors and campers during the day and may not be able to come to the phone or answer emails immediately. Please leave a detailed message and we will get back to you as soon as possible.

Parents will be contacted by the Camp Director or Nurse if there is an issue.

### **Programs That Include Off Property Experiences**

Several of our most challenging and exciting programs include a trip out of camp. Campers will be oriented to safety guidelines and transported to off-camp sites in 15-passenger vans or a school bus. Staff are equipped with a cell phone, camper records, first aid kits, and emergency medications. All staff are also First Aid/CPR/AED certified.

Campers must follow the behavior guidelines set by their counselors and program partners and act responsibly. Behavior that deviates from the set guidelines may result in immediate dismissal from the program- a parent/guardian will be required to meet the group where they are and return to camp to collect belongings.

### **Group Placement**

The Camp Director and Assistant Director will place campers in groups (units) appropriate to their registered program and age. If you are interested in submitting a buddy request please do so during the registration process. We may not be able to honor buddy requests if they are made within one week or less prior to the start of a camp session.

### Swim Checks

GSSNE and ACA policy requires that all persons, staff, and campers, prior to participating in deep-water swimming aquatic activities, be:

- Evaluated and classified as to swimming ability, and
- Assigned to areas, equipment, facilities, and activities appropriate to their abilities

Participants and staff members must participate in a swim check at our waterfront prior to participating in any aquatic activities.

Participants receive a color coded wrist band for easy ability identification.

- Pink/Red – beginner
  - Yellow – advanced beginner
  - Green/Purple – intermediate
  - Blue & White –advanced
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- ❖ Requirements for Blue: Able to float on front/back, tread water for 20 seconds, proficient in freestyle, backstroke, and breaststroke, able to stand in yellow/green
  - ❖ Requirements for Green: Able to float on front/back, able to tread water for 10 seconds, proficient in freestyle and backstroke, able to stand in yellow/green
  - ❖ Requirements for Yellow: Able to stand in yellow and comfortable putting face in water
  - ❖ Requirements for Red: Anyone who is not tall enough for yellow/ won't put face in water/ does not take test