Girl Scouts of Northeast Texas

TROOP CAMP INFORMATION

Camp Gambill

IMPORTANT
LEADER INFORMATION
ENCLOSED

(Please share with your girls and their parents)

Rev 08/27/2012

Dear Troop Leaders,

This is an information packet to help you and your troop prepare for your troop camping experience. Inside you will find lots of information that will help make your visit to Camp Gambill as enjoyable as possible for your girls, their parents and your leaders. We always enjoy input from our leaders, so if you have any ideas or suggestions, please email dchesley@gsnetx.org with your ideas.

We hope that this will be the best camping experience yet for both you and your GS Troop! If you have any questions, please call (972) 349-2440 or 214-930-9285 (cell).

Sincerely,
Debbie Chesley
GSLE Specialist – Outdoor Program

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CONTACT INFORMATION

Site Manager: None on Site –Contact GSLE Specialist – Outdoor Program -972-349-2440
Camp Address: 47 Camp Gambill Drive, Sumner, TX 75486
Camp Phone #: **none**
Please contact Debbie Chesley at 214-930-9285 with any questions about the camp.

DIRECTIONS TO CAMP

Directions to Camp Gambill:

Take US-75 North to TX 121 towards Bonham. Then take Highway 82 towards Paris. Take the northwest sector of Loop 286 around Paris. Exit at FM 79 and turn left. Go roughly 3.3 miles and turn left at FM 2820. The entrance to camp is approximately one mile down on the right.

CHECK IN PROCESS

There is no paperwork for the check-in process when you arrive at Camp Gambill.

CHECK OUT PROCESS

Take a copy of the last page of this booklet to use as your "Breaking Camp Checklist".
Turn out all the lights and lock the doors when you leave camp.

EMERGENCY INFORMATION

Emergency procedures and phone numbers are on the bulletin board in the unit shelter & dining hall.
For emergencies please call the GSLE Specialist – Outdoor Program (Debbie Chesley) at 214-930-9285.

Emergency Procedures:
In the event of an emergency, the volunteers must:

1. Provide care for the ill/injured persons.
2. Call 911/emergency medical care.
3. Notify parent or guardian.
4. One (1) adult must stay at the scene. Do not disturb victim or surroundings until assistance arrives.
5. Report the emergency to council. Call GSNETX Headquarters at 972-349-2400 or 1-800-442-2260 if during normal business hours (Monday through Friday 9am – 5pm). If the emergency occurs after hours, call GSNETX After Hours Emergency Phone Line at 214-353-4071. The After Hours Emergency Phone Line is to be used for emergencies ONLY, such as: fatality, serious illness or accident, lost child, natural disaster, fire, chemical spills, etc.
6. Make NO statement of ANY KIND to the media. DO NOT give out any names or information. Ask them to contact GSNETX Headquarters (972-349-2400 or 1-800-442-2260).
7. Secure/maintain all permission forms and medical records to turn into your local GSNETX Service Center or GSNETX Headquarters.

GENERAL CAMP INFORMATION

Parking Procedures:

A maximum of ONE vehicle per troop per unit will be allowed to park at the troop campsite. All other vehicles must park in the designated parking area. With the exception of loading and unloading directly related to arrival and departure of troops, all vehicles must remain parked in their designated areas. The posted speed limit at camp is 10 mph.

Designated Parking Area: Main camp parking lot at front of camp.

Maintenance Problems:

Email the GSLE Specialist – Outdoor Programs if there are any maintenance concerns that need to be taken care of after your campout.

For immediate concerns – call the Debbie Chesley, GSLE Specialist – Outdoor Programs at 214-930-9285.

Trash:

Put trash in the dumpster by the Dining Hall.

Remember: "A Girl Scout always leaves a place cleaner than she found it."

Burn Ban/Weather Information:

Check the website, www.gsnetx.org for updated information. We use Texas Forest Service at http://tfsfrp.tamu.edu/wildfires/decban.png if you need further information contact the Site Manager for information specific for the facility. Burn bans are occasionally implemented by the Texas Forest Service for the protection of life and property. During burn bans, only propane, solar and indoor cooking is permitted.

Camp DOES NOT provide:

Toilet paper, paper towels, trash bags, cooking utensils, ice or extra cleaning supplies.

Swimming & Boating are available at camp in May & September dependent upon availability of waterfront certified lifeguard. See current price on website and be sure to make the request with your camp reservations.

Bathrooms: this camp is on a septic system. Please do not put any sanitary products (tampons,pads, etc.) down the toilets as this will clog the pipes and back up the system.
These items should be disposed of properly in a waste basket. Please educate your girls and adults to this process. Also encourage everyone to use just enough toilet paper – excess amounts will clog up the pipes.

When brushing teeth, ask the girls/adults to not let the water run – this just fills up the septic tank.

SERVICE PROJECTS

(TLC & Camp Project Partner)

Service projects are available at camp. Contact the GSLE Specialist – Outdoor Program for ideas. Projects that are large in size, scale, skill requirements or involve large number of people must be approved by GSLE Specialist – Outdoor Program prior to attending camp.

TLC Patch

A TLC project at camp is something the girls choose to do to help beautify and improve the camp. TLC projects are simple and don't require prior approval. Examples of TLC projects are cleaning out fire pits and realigning the rocks around them, washing windows in the bathrooms, removing small tree branches from the paths around camp,

To purchase the patch – just go to any GSNETX shop and buy the patch – no approval necessary.

Camp Project Partner Patch

A camp project partner patch can be earned but requires approval from Cindy Brownlow prior to doing the project. Projects are larger in scale and skill requirements, and may require the large numbers of people to complete the project. Example of this type of project are clearing brush, replacing shower curtains or shower heads, sanding graffitti off picnic tables, benches, tent poles or walls of cabins, etc.

To purchase this patch – an email from the GSLE specialist – Outdoor Program or a signed copy of the breaking camp checklist form must be presented to the shop when purchasing the patch.

There are several other patches that can be earned or completed while at camp. Be sure to check out our website for those patches with requirements.

Other patches include:

Girl Scout Troop Camping Patch
Outdoor Program Progressive Patch
Polar Bear Patch
Camping in the Mud
Camp Gambill – year specific patch.

ARE WE READY FOR CAMP?

You and your troop have spent meeting times and field trips learning basic outdoor skills and are prepared for a weekend camping experience. Here are some ideas to determine camping readiness:

ADULTS	GIRLS	TROOP

• One troop camp trained Safety-Wise adult
• One certified Safety-Wise adult First Aider (with CPR/AED)
• Have helped plan, practice, and prepare
• Want to go!
• Understand living conditions in camp
• **All leaders/adults sleep in leader cabin/tent(s) only**
• Made transportation arrangements
• Males sleep and bathe in separate areas of camp. May be in units between the hours of 8 am to 10 pm.
	• Parent support
	• Can cope with:
	  ○ Darkness
	  ○ Woods
	  ○ Insects and small creatures
	• Can cope physically
	• Carry own equipment
	• Do camp kapers
	• Have skills, knowledge:
	  ○ Can use kitchen and camp tools
	  ○ How to wash dishes and other camp skills
	• Have participated in day and/or overnight experiences with troop/group
	• Have practiced packing personal belongings for easy carrying
		• Planned and practiced together
		• Understands emergency procedures
		• Planned an "After Camping" evaluation

WHAT IF . . . ?

Take the time to plan for the "what if's". Once you think about your "what if's" and their solutions, then you and your troop are ready to go camping.

…<u>it rains all weekend?</u> Do you have activities? Rain gear?

…<u>all the firewood is wet?</u> Do you have fire starters? Charcoal for backup?

…<u>there is an accident?</u> Do you have health forms for all girls? Where is your first aid kit? Is it complete? Do you have an emergency vehicle? Do you have emergency contact info?

…<u>if the girls become frightened of the dark?</u> Do you have flashlights? Do your girls know they may hear nature sounds at night?

…<u>if the troop is sharing a unit with other troops?</u> Have you talked about sharing "space"?

SHARING CAMP SPACE

Most troops/groups will be sharing a unit at camp. Sharing a unit means sharing "living space" so thoughtful consideration for others should be built into planning.

TIPS:

- Consider the sharing of refrigerator space when planning menus. An extra ice chest might be appropriate. Mark all food items with your Troop #. Caution girls not to eat things that do not belong to them.

- Consider sharing cooking equipment when planning menus – not all the cooking equipment can be used by one troop. You might need to bring extra equipment if you think you will need it.

- Think about sharing the unit shelter in the evening when planning your night activities.

- Caution girls about sharing the bath house. Waiting to get in the bathroom because others are inconsiderate can become a hardship on some people.

- Set a time for lights out/quiet time. Troop/groups wishing to stay up late should confine their activities to the unit shelter.

- Remind girls they should not go into another cabin/tent unless invited.

- Adults are responsible for supervision of girls at ALL times.

- Be sure to meet the other troop leaders and let them know of any plans you have that may impact their usage of the camp facilities.

REMINDERS – CAMP POLICY, PROCEDURES AND PRACTICES

*** This is not intended to be an all-inclusive summary. For an extensive list, please refer to the Policy & Procedures document located on our website: www.gsnetx.org**

Cancellations & Council Refund Requests:
Note: The amount, or portion, of any deposit or fee specified as non-refundable will be deducted from any refund.

- Before the Camp Date – written request must be received by Council Camp Registrar at least 30 days before camp date for troop camping and 60 days prior to a Service Unit Campout
- After the Camp Date – If a participant cannot attend due to illness/family emergency, a written request for refund must be received by the Council Camp Registrar within 10 business days after the camp date.

Camp Sleeping Arrangements:
Cabin and tent units have a designated Girl Scout Leader's cabin/tent for adults; girls will sleep in the remaining cabins/tents in that unit. GSNETX lodges have a group sleeping area for girls and a separate Girl Scout Leader room for adults, all within the same building. No adult may sleep alone in a room, or in the same bed, with a Girl Scout. In the event that a Girl Scout Troop is using a facility that does not lend itself to this practice (another Girl Scout council facility, church camp, etc.), a minimum of two (2) adults per sleeping area must occur and *Safety-Wise* ratios must be maintained.

Adult males must sleep in a different area than the girls (see "Male Volunteers" Procedure).

Smoking/Alcohol/Illegal Drugs:
No alcoholic beverages, smoking, firearms, fireworks, abuse of prescriptions drugs, marijuana or narcotics are allowed on any Girl Scout property or at any Girl Scout activity.

Domestic Animals or Pets at Camp:
Domestic animals or pets, other than service animals, should not be brought to any Girl Scouts of Northeast Texas camps at any time. Pets belonging to on-site, permanent staff will be contained – either indoors, behind a secure fence, or on a tie-out – while campers are on property.

Personal Property:
Girl Scouts of Northeast Texas is not responsible for property damage such as theft, vandalism, acts of nature to personal vehicles and effects brought on to camp property for programs, events, training, Girl Scout Troop camp, special events, and resident camp.

Firearms
Guns and ammunition are not carried during Girl Scout activities. Legally owned and licensed firearms must be out of sight, unloaded, and under lock and key. No firearms or fireworks are allowed on council properties used for program activities. Peace officers legally required to carry weapons are the exception.

Male Volunteers: It is expected that men who are camping with troops, are an active part of the adult team accompanying the troop/group camping. If a male volunteer is one of the adults camping with a troop/group, these steps must be followed:

- Indicate on the Camp Reservation Request card (notify Council if late addition)
- Males must sleep in the designated sleeping area for the site
- Registered males **CAN NOT** be counted as *Safety-Wise* adults
- Limited space is available for males; males will be placed as space allows
- Males may be in the unit between the hours of 8 am – 10 pm.

TROOP CAMP EMERGENCY PROCEDURES - Camp Gambill

THE SIGNAL FOR AN EMERGENCY WILL BE THE CONSTANT RINGING OF THE CAMP BELL AND/OR CONSTANT HONKING OF AN AUTOMOBILE HORN.

SITE MANAGER
There is no site manager at Camp Gambill. The Event Coordinator(leader or service unit manager) should consider themselves the coordinator in charge of the camp's activities for the weekend.

CAMP COMMUNICATIONS
For questions concerning this camp, please contact Debbie Chesley, GSLE Specialist – Outdoor Programs at 972-349-2440 or 214-930-9285.

FIRE EMERGENCIES
In the event of a large or out-of-control fire:

1. The leaders will move the girls safely away from the fire.
2. If the fire is large and out of control the "event coordinator" will immediately call 911 and then contact Debbie Chesley (214-930-9285) or the Council Emergency number.
3. If the fire can be safely extinguished with equipment available in camp the leaders should gather requested equipment and report to the fire as directed by the Event Coordinator. **At least one leader should remain with the girls at all times.**
4. If the fire becomes unsafe to control, all leaders and girls will evacuate the area according to instructions from the fire department and report to a designated safe location.

SEVERE THUNDERSTORMS

Lightning can be very dangerous around electrical equipment. Stay indoors and avoid the use of telephones, and other electrical appliances. Unplug equipment if possible.

TORNADO WATCH - Weather conditions are favorable. No tornado has been sighted or reported:

1. Leaders will gather the girls, with their flashlights, inside the unit shelters and continue with regular indoor programs to keep the girls calm.
2. The "event coordinator" is responsible for continuing to monitor weather station broadcasts for the latest information, and will inform leaders when the situation changes.

TORNADO WARNING - A tornado has actually been sighted near the area:

1. The "event coordinator" will give specific instructions to leaders regarding evacuation to a safe location.
2. The leaders and girls will gather in the designated location with their flashlights. They should sit on the floor away from windows close to inside walls—storage areas, bathrooms, kitchens, etc.—until the leaders are notified by the Site Manager that the danger is over.
3. **Leaders should carefully account for every girl and make every effort to keep girls calm and quiet.**

EVACUATION FROM CAMP

1. If it becomes necessary to evacuate the site, the "event coordinator" will gather the group together and give instructions.
2. The leaders should prepare the girls for evacuation and line them up at the entrance to the unit.
3. When everyone is accounted for, leaders will quickly and safely move girls to the location designated by the "event coordinator".
4. The leaders will notify the "event coordinator" when they and the girls have reached the evacuation point safely.
5. The key to a successful evacuation is quiet, calm behavior and swift, careful movement.

SERIOUS ACCIDENT OR MEDICAL EMERGENCY

Each troop should have one designated emergency vehicle parked in the unit parking area facing out. The location of the keys for that vehicle should be known to all leaders with the troop. No other vehicles are to be in the unit area.

1. Immediate first aid should be given by the troop First Aider in charge.
2. If the situation is critical, 911 should be called immediately by the person designated by the leader to make that call.
3. Notify Debbie Chesley (214-930-9285) or the Council Emergency Number if a call to 911 has been made.
4. Move the victim only if the victim is in an unsafe location.
5. If the victim requires medical care the leader should see that the victim's medical information and health history is obtained and kept with the victim before transporting to the hospital.
6. Be sure to notify:
    a. the parents or designated contact for the victim
    b. the council GSLE – Outdoor Programs person or council emergency number
7. Update the persons above as to arrival at hospital and any necessary information concerning the incident.

MISSING PERSONS

The best safeguards against missing persons are vigilant leaders and a good buddy system.

In the event it is established that someone is missing:

1. The event coordinator/troop leader will gather the other adults together and arrange to search the area for the missing person giving as much information as possible concerning last-known location.
2. If the missing person is not found in a reasonable time the event coordinator/troop leader will notify 911 and the Debbie Chesley (214-930-9285) or the Council Emergency Number.

UNAUTHORIZED VISITORS TO THE CAMP

If it is established that persons have entered the camp who have no relationship to the camp or any persons at camp:

1. The event coordinator/troop leader will immediately investigate and determine an appropriate course of action.
2. Unauthorized visitors will be informed that the camp is private property, and be asked to leave the premises.
3. If the visitors do not leave immediately or leave and return, 911 should be called immediately.
4. The leaders will monitor the location and safety of the girls until the unauthorized visitors have left camp.

These emergency procedures should be posted in all buildings on camp. Emergency phone numbers and directions to hospitals are also posted and available for easy access in each building.

CHECKLIST FOR PARENTS

Before you leave for camp, be sure to provide the following information to your parents.

- ☐ Emergency Contact Information for Camp
- ☐ Map/Directions of camp
- ☐ Parking Procedures (if they are driving)
- ☐ Sleeping arrangement information
- ☐ Weather forecast - so they can pack their daughter's overnight gear appropriately
- ☐ Permission slips for the event
- ☐ Activities that the girls will be participating in – for example: swimming, horseback riding, boating, challenge course, archery, etc.

Suggested Packing List

1 carry-all, duffel bag, gym bag or backpack
Day pack/Fanny pack (to carry items around)
1 small pillow
1 bedroll or sleeping bag (check temperature rating)
Depending on sleeping arrangements, consider:
- Extra blanket
- Sheet
- Foam pad & ground cloth **(if tent camping)**

Sit upon
Rain poncho (or lg trash bag)
Closed toe shoes (at least 2 pair; NO flip flops or sandals)
Non-aerosol sunscreen
Non-aerosol bug spray or lotion
Bandana
Mess Kit (all items should be non-breakable)
- knife, spoon, fork, plate, bowl, cup with handle)
- Dip Bag (mesh bag with drawstring for mess kit)

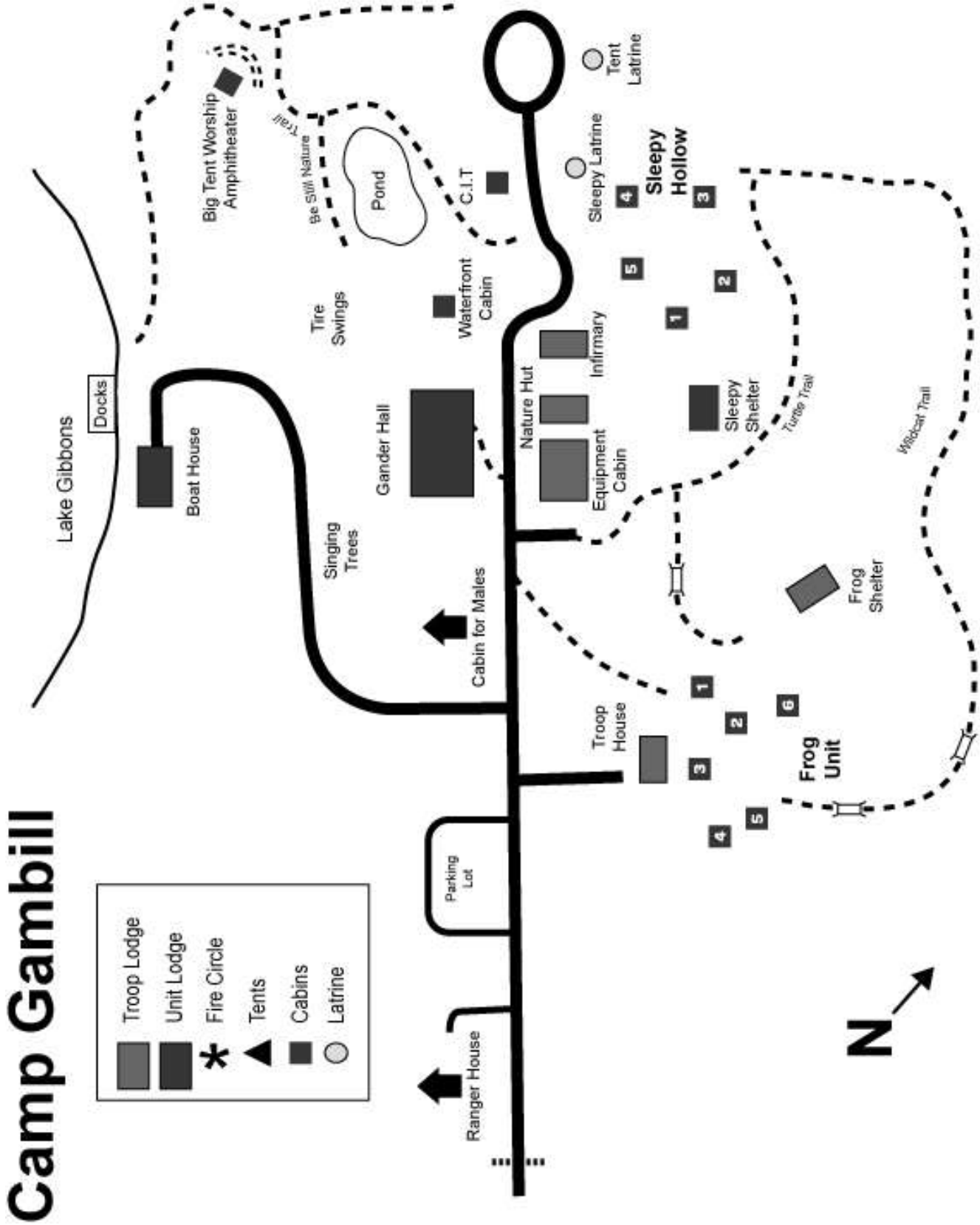
Reusable Water Bottle
Hat (not a visor)
Extra plastic bags (for wet items)
Flashlight

Personal Hygiene Items:
- Soap
- Towel
- Toothpaste
- Deodorant
- Sanitary products
- Shampoo
- Washcloth
- Comb
- Brush
- Tissues

Underwear (1 pair per day plus an extra)
Socks (2 pair per day)
Shirts (short and long sleeve)
Shorts
Long pants (for cool weather, evenings, horseback riding or other activities)
Sleepwear
Water shoes (if swimming)
Modest Swim suit (if swimming)
Shoes with a defined heel (if horseback riding)
**Additional Clothing depending on weather and activities planned

HELPFUL HINTS

- Dress in layers so you can remove clothing as the day warms up. Change clothes (especially socks) before going to bed.
- Sweat shirts/pants make great pajamas in cold weather. Cover the feet with a warm pair of socks and, if really cold, wear a stoking camp over the head and ears and you'll be "snug as a bug".
- Adult size leg warmers over the outside of girl's pants work like 'long johns' for warmth.
- Even in the lightest drizzle, have the girls wear rain gear in order to keep coats and clothing dry.
- Light colors are best in the heat because they reflect the sun's rays.
- Wearing a hat keeps girls' heads cool while protecting against sunburn in the hair part.
- Halter tops/ spaghetti straps should not be worn; shoulders will sunburn.


Camp Gambill
Lake Gibbons
Docks
Boat House
Big Tent Worship Amphitheater
Trail
Be Still Nature
Pond
Tire Swings
Singing Trees
Gander Hall
Waterfront Cabin
C.I.T
Cabin for Males
Nature Hut
Infirmary
Equipment Cabin
Tent Latrine
Sleepy Latrine
Sleepy Hollow
Sleepy Shelter
Turtle Trail
Wildcat Trail
Frog Shelter
Frog Unit
Troop House
Parking Lot
Ranger House
Troop Lodge
Unit Lodge
Fire Circle
Tents
Cabins
Latrine
N

CHECKLIST FOR BREAKING CAMP

PLEASE COMPLETE AND EMAIL A COPY OF THIS FORM TO dchesley@gsnetx.org

To ensure leaving the campsite in the best possible condition, use this checklist.

CABINS		**FIRE CIRCLES/GROUNDS**
☐ All gear removed from cabin ☐ Trash emptied ☐ Air/heat turned off ☐ Sweep cabin ☐ Turn off lights ☐ Close door		☐ Fire completely out ☐ Bucket & shovel returned to unit shelter ☐ All trash removed to dumpster
UNIT SHELTER		**DINING HALL**
☐ All gear removed from shelter ☐ All food removed from refrigerator ☐ Kitchen counters wiped clean ☐ Stove and refrigerator wiped clean ☐ Trash removed to dumpster ☐ Bathrooms cleaned, disinfected and mopped ☐ Floors swept and mopped ☐ All lights turned off ☐ Doors closed and locked		☐ All food & other supplies removed ☐ All trash removed to dumpster ☐ Bathrooms – cleaned, disinfected, swept and mopped ☐ Floors swept and mopped ☐ Air/Heat turned off ☐ Lights turned off ☐ Doors closed & locked

CAMPSITE REPORT/EVALUATION

Unit(s): _____ Troop#: _____ SU #:_____

Dates: _____

Activities:_____

Any accidents, illness or incidents to report: _____

_____

Maintenance concerns: _____

_____

Any significant extra's we did (TLC): _____

_____

Leader signature: _____