



2024 El Ranchito Day Camp

Camp Information Packet



Contents

- GENERAL INFORMATION 2
- CAMPER HEALTH AND AUTHORIZATION 2
 - HEALTH PROFILE 2
 - TRUSTED CONTACTS 3
 - MEDICATIONS 3
- CAMP PROCEDURES 3
 - CAMPER CHECK IN 3
 - CAMPER CHECK OUT 4
 - EARLY CHECK OUT 4
 - EXTENDED AFTER CARE 4
 - LATE DROP OFF / EARLY PICK UP 4
 - CAMPER CHECK IN (EXTENDED BEFORE CARE) 4
 - PHOTO RELEASE 4
 - CAMPER BEHAVIOR 5
 - CAMPER INCIDENTS 5
- PREPARING FOR CAMP 5
 - BEFORE MONDAY ARRIVAL 5
 - WHAT TO BRING TO CAMP 6
 - WHAT TO KEEP HOME 6
 - LOST AND FOUND 7
- COVID-19 PROCEDURES 7
 - COVID-19 GUIDLINES 7

GENERAL INFORMATION

Address and Phone: El Ranchito is located at 4040 N Bellflower Boulevard, Long Beach, CA 90808. The direct line to camp is (626) 677-3645

Directions: El Ranchito is located at the corner of Bellflower Blvd. and Carson Street.

Parking: Please park on the street (Bellflower Blvd) or at Heartwell Park (around the corner) and walk your camper to El Ranchito. Cars will not be permitted to park in the Girl Scouts parking lot.

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. Camper health profiles due the Thursday prior their designated session. **Campers with incomplete health information will not be permitted to stay at camp.** Please ensure the following parts are completed:

HEALTH PROFILE

Before joining us, please make sure your camper's CampDoc health profile is 100% completed. If you are having trouble logging on or have not received your invitation, please email camphealthforms@girlscoutsla.org.

Health forms must be 100% completed prior to your camper attending camp.



Map of El Ranchito. Please Reference for parking and camper drop off and pick up.

CampDoc Giselle McKenzie
Girl Scouts of Greater Los Angeles

Giselle McKenzie
Prescreening
Health Profile
Custom Labels
Trusted Contacts

Giselle McKenzie
Jul 15, 1990 - Female

Prescreening
Answer important daily medical questions to help prevent the spread of COVID-19.

Health Profile
0%
The Health Profile for Giselle is incomplete, and should be completed by **August 8, 2019**.

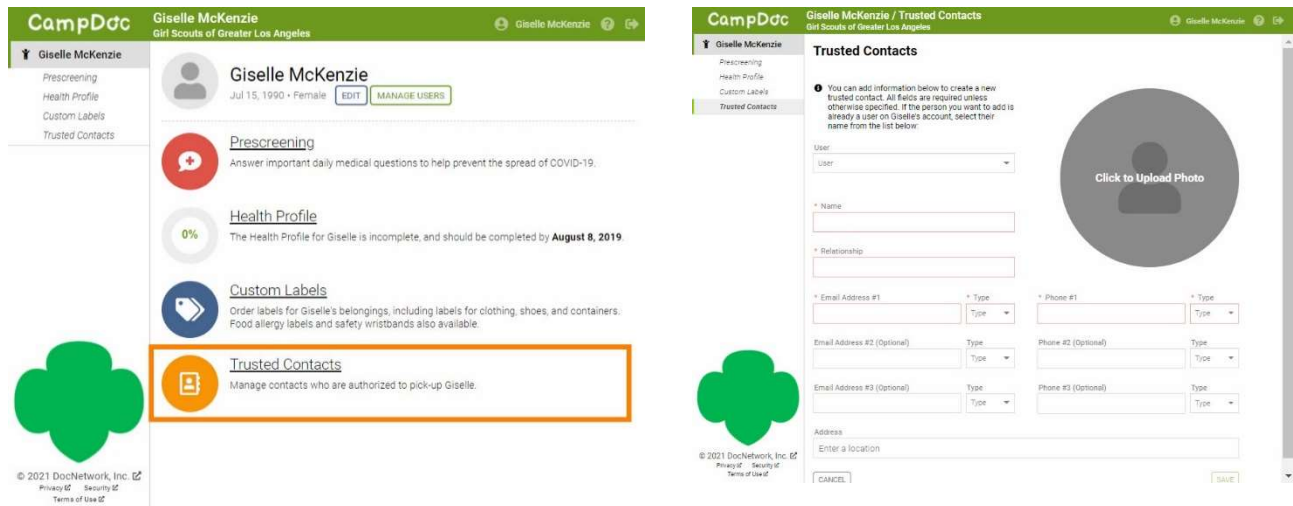
Custom Labels
Order labels for Giselle's belongings, including labels for clothing, shoes, and containers. Food allergy labels and safety wristbands also available.

Trusted Contacts
Manage contacts who are authorized to pick-up Giselle.

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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 a the "Trusted Contacts" list.



Please note: The trusted contact section is separate from the Health Profile section. The “Trusted Contacts” and the “Health Profile” sections must both be completed to be checked in and out into camp.

MEDICATIONS

If your camper requires medication during camp hours, you are required to complete the portion of the online day camp paperwork that asks for that information. All medication must come to camp in its original container with the original label.

All campers must complete the section regarding over-the-counter medication. Our health staff keeps a supply of common over-the-counter medication, as authorized by a physician, to treat simple complaints such as bug bites, headache, mild upset stomachs, menstrual cramps, etc. You do not need to send any medications for these problems. For more complex or serious complaints the health staff will consult the doctor and you. Parent signature is required on the over-the-counter medication section. If you do not want us to give over-the-counter medication indicate that on the form.

CAMP PROCEDURES

The following procedures will be observed to maintain a safe and fun summer at El Ranchito.

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. We will be limiting the number of

visitors at camp throughout the summer. **Parents will be asked to stay in the check-in area and not enter camp unless necessary.** Campers will be checked in and out in the Girl Scout parking lot. Please walk your camper into the parking lot. Please find your camper's unit table and check your camper in. If you have any questions regarding CampDoc or check-in, we will have a separate table set up to assist with any issues or concerns.

CAMPER CHECK OUT

Pick Up will start at 3:45pm and run until 4:15pm every afternoon in the “Camper Check In/Out” zone. Caregivers **MUST** bring a valid ID AND be on the “[Trusted Contacts](#)” list in CampDoc before we will release the camper. Campers not picked up by 4:15pm will automatically be enrolled in Extended PM Care for a charge of \$25.

EARLY CHECK OUT

After 3:30pm, campers must wait until 3:45pm to be checked out in the back part of parking lot.

EXTENDED AFTER CARE

Extended After Care (PM Care) is available each day from 4:00pm until 6:00pm for an additional fee of \$25 per week. During this time, campers will participate in continued camp activities including crafts, games, and time with friends.

Campers not picked up by 6:00 p.m. will be charged an additional \$10 for every 10 minutes thereafter.

LATE DROP OFF / EARLY PICK UP

Should you need to pick up or drop off your camper outside of the designated times, please inform the camp staff as soon as possible. Once the authorized pick-up/drop off person has arrived, please contact the El Ranchito Camp Phone at (626) 677-3645. A member of the camp staff will meet you at the “Camper Check In/Check Out” zone. Like Camper Pick Up, El Ranchito will not release campers to anyone who is not on the “Trusted Contacts” list.

CAMPER CHECK IN (EXTENDED BEFORE CARE)

Extended Before Care (AM Care) is available each day from 7:00am until 9:00am for an additional fee of \$25 per week. During this time, campers will participate in continued camp activities including crafts, games, and time with friends.



To check in for Before Care, enter through the black door on the right side of the building. Please allow the check-in process to take up to 15 minutes on the first day of camp.

PHOTO RELEASE

We will be taking a group photo on Wednesday morning, as well as documenting our adventures via Instagram Stories (**follow us @elranchitodaycamp**) throughout the week. 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.

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

CAMPER INCIDENTS

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.

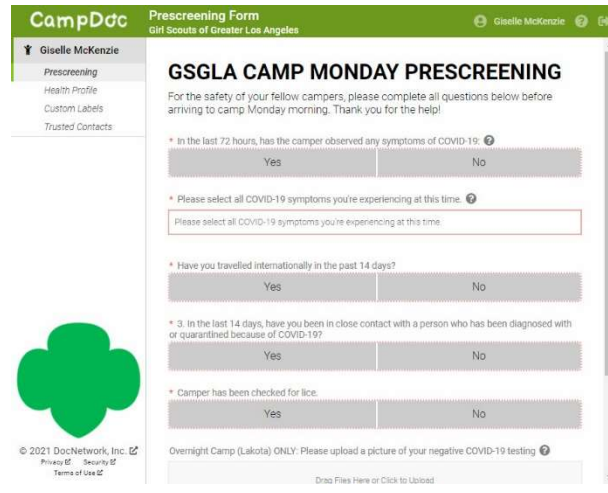
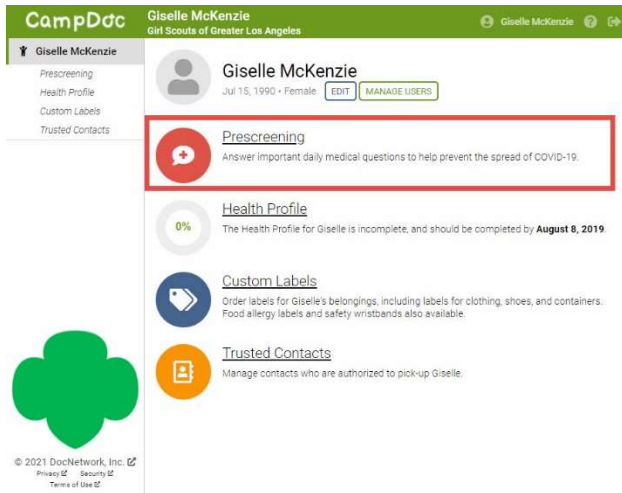
Camp staff are CPR/First Aid/AED certified. In case of emergency, staff will act accordingly and will contact the parent/guardian and/or the camper's emergency contact.

PREPARING FOR CAMP

Are you ready for camp? Look at the following checklist to ensure a smooth day of camp!

BEFORE MONDAY ARRIVAL

- Ensure your camper is feeling 100% healthy
- Perform a hair check for lice. *We will also be doing this Monday morning during check-in.*
- Complete the Prescreening questionnaire on CampDoc.com. See pictures below for guidance. ****Please note: uploading a negative COVID test or Vaccine Record is only mandatory for OVERNIGHT Camp.**



WHAT TO BRING TO CAMP

Clothing: All campers should wear play clothes. Shirts must have sleeves (no tank tops, spaghetti straps, etc.) and cover the midriff. Please do not have campers wear skirts or dresses. All shoes must be closed-toed. Tennis shoes are preferred. Hats and sunglasses 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. Campers have the option of sitting on the grass during lunch. Your camper is welcome to bring a towel or small lawn chair to sit on.

Snacks (optional): Morning and afternoon snacks will be provided to campers each day. A snack menu will be provided in your welcome email each week. Please note that we will do our best to accommodate dietary restrictions. Campers are welcome to bring their own snacks.

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

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.

LOST AND FOUND

If you believe your camper left an item at camp, email elranchitocamp@girlscoutsla.org to see if the item can be located. Lost items left at camp will be retained for 3 months, then thrown away, used as camp supplies, or donated. Socks, underwear, and used toiletries are not retained for any length of time and are thrown away at the end of the camp session.

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.

Thank you for reading this important information.

We look forward to an amazing summer at El Ranchito Day Camp.

*Giselle McKenzie, Program Specialist
(626) 677-3645
elranchitocamp@girlscoutsla.org*