



# Camp Trefoil

Mini Session - 2023

## Welcome!

Thank you for choosing Camp Trefoil this summer! Our staff eagerly await this summer's fun and we look forward to including your camper in all of the excitement of camp, where she's bound to build courage, confidence, and character. Please read through this packet in its entirety to prepare for your camper's session. If you have any questions at all, please reach out to our Customer Care team. See you at camp!

**Camp Trefoil**  
168 Rose Road  
Harrisville, NY 13648

**Customer Care:**  
info@gsnypenn.org  
315.698.9400

**Camp Phone:**  
315.543.2704 (only monitored  
while camp is in session)

**Camp Director:**  
Betheny "Smalls" Jennings  
bjennings@gsnypenn.org

**Keep up with us on Facebook:**  
[https://www.facebook.com/  
camptrefoils](https://www.facebook.com/camptrefoils)

## Arrival and Departure

### Check-In:

**Sunday from 2-3:30 p.m.**

*Early arrivals will not be checked in prior to 2*

### Check-Out:

**Tuesday from 11 a.m.- noon**

*If you need to pick-up your camper before 11,  
please notify the Camp Director in advance*

Join us for Open House  
on June 25!

Our camp must have a permit to operate and is inspected yearly by the Saint Lawrence County Department of Health. These inspection reports and required plans are filed with the health department and available for your review.

## Final Payment is due June 21

*Registrations with a balance due are subject to cancellation. Campers will not be allowed to attend their camp session with a balance due.*

**Payments can be made online through your Doubleknot account or over the phone with Customer Care.**

*Financial assistance is available, if needed.*

## Health Forms

**All information and medical forms must be completed in your CampDoc account by June 21.**

**All campers must have a completed health physical dated no more than 12 months from the date of their camp session.**

**If you need assistance with CampDoc, please contact Customer Care.**

## Our Mission:

Girl Scouting builds girls of courage, confidence and character, who make the world a better place.

## Girl Scout Camp Goals

- At Girl Scout camp we provide opportunities for all campers to develop a sense of responsibility, qualities of leadership and an awareness of the capacities of all people.
- At Girl Scout camp we provide activities to all campers designed to develop resourcefulness, initiative, self-reliance, and recognition of the worth and dignity of each individual.
- Girl Scout Camp stimulates each camper's awareness of the scope of nature and develop a sense of responsibility for its conservation and its resources.

## Diversity and Inclusion at Girl Scout Camp

Girl Scouts has a strong commitment to inclusion and diversity, and we embrace campers of all abilities and backgrounds into our wonderful sisterhood. Inclusion is at the core of who we are; it's about being a sister to every Girl Scout and celebrating our unique strengths. Girl Scouts welcomes all girls to our camps, regardless of race, ethnicity, background, disability, family structure, religious beliefs, sexual orientation, gender identity, and socioeconomic status. If a girl is recognized by her family, school and community as a girl and lives culturally as a girl, Girl Scouts is an organization that can serve her in a setting that is both emotionally and physically safe.

## Check-In Process

### What to expect during check-in:

- **A health screening with the Camp Health Supervisor.** This will include checking your camper for lice, turning over any medications, and discussing any health concerns. All medications must be in their original containers. COVID-19 tests may be required at check-in. If so, a test will be provided for your camper. Upon receiving negative results, your camper will proceed with the check-in process.
- **Trading Post.** The camp store (“Trading Post”) will be open during check-in. The camp store will not be open during the mini session, so there is no need to leave money with your camper. You can also [pre-order](#) a camp t-shirt or bundle for your camper to receive at check-in.
- **Settling in.** Families will accompany their camper to their camper’s assigned unit and help them get settled in.

Please do not arrive earlier than the 2:00 check-in time. If you will be arriving later than 3:30, please notify the Camp Director.

## Check-Out Process

### What to expect during check-out:

- **Sign out your camper.** Each camper must be signed out by an approved adult (as indicated in the camper’s CampDoc profile). This adult must show photo ID.
- **Load up gear.** Load up your camper’s gear and pick-up any medications from the Camp Health Supervisor.
- **Trading Post.** The camp store (“Trading Post”) will be open during check-out.
- **Say goodbyes to new and old friends.**

Please do not arrive earlier than the 11:00 check-out time. If you need to pick-up your camper earlier than 11, please notify the Camp Director in advance. If you need to pick-up your camper during the camp session for any reason, please notify the Camp Director in advance.

## Getting To and From Camp

Transportation is not provided by the camp. All campers and their families must make their own arrangements for arrival and departure.

## Cell Phone Policy

We believe “unplugging” at camp is very important for our campers! When a camper unplugs at camp they have the opportunity to focus on building positive relationships with peers, learn responsibility, and be fully immersed in the camp community. For these reasons and so many more, **do not disrupt the camp experience by sending a cell phone or any electronics to camp with your camper.** Any found electronics will be kept in the camp office and turned over to parents/guardians at check-out.

## Health and Safety

The first concern of all camp staff is the health and safety of the campers. All staff members participate in pre-camp training to prepare them for the summer. Trefoil is permitted by the New York State Department of Health in Saint Lawrence County and is inspected twice each summer. Trefoil also meets the health and safety requirements of Girl Scouts of the USA and the American Camp Association. Parents will be notified by telephone if their camper experiences any illness or injury that requires attention from emergency medical services or if they need to be transported off of camp to obtain medical services. We will call you to discuss issues such as strains/sprains, vomiting, or if your camper has to spend the night in the Health Lodge for any reason. We will call you if your camper is experiencing frequent feelings of missing home or makes frequent trips to the Health Lodge for an issue that becomes ongoing, such as an upset stomach or headaches.

## Completing Health Forms

You will receive an email inviting you to create an account with CampDoc. Forms must be completed online in CampDoc by **June 21**. Current health information is necessary for every camper who attends camp, including a record of vaccinations. The health history information must be current within six months of camp and should be completed by the parent or guardian. All campers are required to have a **physical within 12 months** of their camp session and provide an up-to-date record of vaccinations. A blank physical form can be found in CampDoc or [downloaded here](#).

## Medications

All medications must be given to the Camp Health Supervisor at check-in in the original container. The original container must be labeled with the issuing physician's direction for use and clearly marked with the camper's name, date, dosage, and times to be given. This includes Epi-pens and rescue inhalers. Please be sure to pick up all medication from the Camp Health Supervisor at check-out. Per New York State law, no medication (prescription or over-the-counter) can be given to a camper without a **Permission to Dispense** form completed and signed by the camper's physician. A blank Permission to Dispense form can be found in CampDoc or [downloaded here](#). If this form is not completed, your camper cannot receive any medication at camp (prescribed medications, over-the-counter medications, vitamins, etc.).

We stock many common over-the-counter medications at camp (i.e. Benadryl, Tylenol, Ibuprofen, Tums, etc.) so it is not necessary for you to provide them. If you have any questions regarding what medications are stocked at camp, please feel free to contact the Camp Director.

## Meals and Dietary Needs

Campers are served 3 well-balanced meals each full day of camp. On Sunday, dinner is provided. On Tuesday, breakfast is provided. **Please do not send candy, gum, or snacks** with your camper as we do not want to attract animals to the cabins and tents.

Please indicate any dietary restrictions in your camper's health profile in CampDoc. If your camper has a dietary restriction and enjoys alternative options (e.g. vegetarian meat alternatives, non-dairy milk, etc.), please indicate that so we can be prepared. If you would like to discuss your camper's dietary needs, please contact the Camp Director.

## Swimming

Each camper's swimming ability is evaluated by the Waterfront Manager at the beginning of each camp session to determine their appropriate swimming area. This is the area the camper will be able to swim in throughout the camp session. **Water shoes** are optional at Trefoil.

## Buddy Request

Campers are assigned to specific cabins based upon age and camp session. If you would like your camper to be in a cabin with a friend, please indicate this in their **CampDoc** profile. Requests must be received prior to your camper's arrival. Buddies must be in the same age group and session to be placed together. Only **one** buddy request will be honored, as one of the best parts of camp is making new friends!

## Visitors

Visiting campers during the camp session is **not permitted**. This policy is in place for the safety of all campers. If you would like to tour the camp ahead of time with your camper, please attend Open House on June 25. [Pre-registration](#) for Open House is required.

## Program and Personal Equipment

For all general camp programs, the camp will provide all necessary equipment required for the program delivery. Parents and campers are provided with a packing list of personal items, located at the end of this guide. If your girl wishes to bring a personal item such as a lifejacket, archery bow, etc., please contact the Camp Director prior to arriving at camp. For the safety of the other campers, some items, such as an archery bow, may need to be secured in the camp office. Campers are allowed to bring pocket knives to camp, however, they should only be brought to camp if the camper has had prior experience safely utilizing a pocket knife. If a camper utilizes a pocket knife in an unsafe manner, it will be confiscated and kept in the camp office until the end of the camp session. Campers do not need a pocket knife to have a successful camp experience. **Please remember that Girl Scouts of NYPENN Pathways is not responsible for items lost or damaged at camp.**

## Photography

We try our best to take as many photos of camp as we can and to share them with you, as we enjoy sharing the fun we are having! A few photos are posted to our camp [Facebook page](#) as time allows—camp is a busy place! The bulk of photos will be uploaded to our council Shutterfly account at the conclusion of the session. When photos are taken, our staff members work hard to cover all aspects, ages, and activities of camp in an efficient manner, while remaining unobtrusive in those activities. Please understand that our staff work hard to cover as many parts of camp as possible, but when there are photo updates, not every camper will be in every photo update. Please also understand that any photos taken are entirely candid, and every camper will not necessarily be captured with a big smile on her face. We encourage not reading too much into your camper's expression in individual photos; however, we understand that pictures may raise some concerns. If you have any concerns about your camper during her camp week, please contact the Camp Director and we will gladly provide an update on how your camper is doing. The photo authorization form is completed in your CampDoc account.



## Missing Home While at Camp

New campers, and sometimes even experienced campers, may miss home while they're at camp. This is natural and should not spoil the fun of camp! Here are some tips to help your family prepare for the experience of your camper staying at camp for the week:

- **Involve your camper** in the decision to go away to camp and involve them in the planning.
- Explain what the **camp counselor's role** in your camper's camp experience is. Counselors want their campers to be happy and to have the best time ever! Counselors will treat any feelings of missing home with care and compassion should they arise. Encourage your camper to seek their counselor's help if they are feeling homesick.
- Attend **Open House** on June 25—[register here](#)
- Many times a camper just needs to know you are **proud of her** independence and willingness to enjoy her camp adventure. Build her up, and tell her how proud you are of her for stepping out of her comfort zone!
- **Test out short stays** away from home prior to camp — campers who have spent time at sleepovers, day camps, or Girl Scout weekend encampments have more success their first time at summer camp.
- Remind your camper that it's totally normal to miss home while at camp. We love home and so many things about it, and it's okay to miss home!
- **Do NOT** promise a phone call home, as we do not allow campers to call home for check-ins. Parents can write to their campers and campers can also write home.
- **Do NOT** make deals that you will pick them up early if they are struggling. For campers, knowing that there is a “way out” from camp can stunt the natural growth process of missing home, working through those feelings, and then adapting to their new experience.
- As a parent, remember that **camp is a place to grow**. We know how difficult it can be to be apart from your child, but we at camp know that this time apart will do worlds of good for them. They will come home more responsible, more independent, and more brave!

## Keeping in Touch

There are a couple of ways to keep in touch with your camper throughout their stay at camp:

**Mail:** Mail letters a few days before their camp session to ensure they arrive in time. Mail to: Camper's Name, 168 Rose Rd. Harrisville, NY 13648. Do not mail any food, snacks, or gum!

**Email:** Messages will be printed and distributed on Monday. Please wait to send emails until your camper is at camp. Include the camper's name in the subject line. Email to: [trefoil@gsnypenn.org](mailto:trefoil@gsnypenn.org). This inbox is only monitored for camper emails; and campers cannot email you back. Please send questions and other inquiries to [info@gsnypenn.org](mailto:info@gsnypenn.org).

**Luggage:** Another fun idea is to hide notes in their luggage. It will be a fun surprise to find a note tucked into a pair of socks or their pillowcase mid-way through the session.

**Check-in:** You can also leave letters or packages with the Camp Director at check-in for the Director to hand out during the session.

If you have a concern about how your camper is doing while at camp, please feel free to call and speak to the Camp Director or Health Supervisor. You will not be able to speak with your camper, but the Camp Director will check on your camper and give you an update. Campers are not allowed to use the camp phone but they are encouraged to write home.

## Bullying Prevention

Bullying is when one or more people exclude, tease, taunt, gossip, hit, kick, or put down another person with the intent to hurt another. Bullying happens when a person or group of people want to have power over another and use their power to get their way, at the expense of someone else. Bullying can also happen through cyberspace: through the use of e-mails, text messaging, instant messaging, and other less direct methods. This type of bullying can also lead to persons being hurt during or between the camp sessions and be especially hurtful when persons are targeted with meanness and exclusion. **At Camp Trefoil, bullying is inexcusable, and we have a firm policy against all types of bullying.** Our camp philosophy is based on our mission statement which ensures that every camper has the opportunity to build courage, confidence and character. We work together as a team to ensure that campers gain self-confidence, make new friends, and go home with great memories.

Unfortunately, those who are bullied may not have the same potential to get the most out of their camp experience. Camp leadership addresses all incidents of bullying seriously and trains staff to promote communication with their staff and their campers so all members of the camp community will be comfortable alerting us to any problems during their camp experience and between camp seasons. Every person has the right to expect to have the best possible experience at camp, and by working together as a team to identify and manage bullying, we can help ensure that all campers and staff have a great summer at all of our properties. We ask that you encourage your child to alert her staff and/or the Camp Director immediately if she feels she is experiencing any situation that makes her uncomfortable so that we can address the situation immediately.

## No Tolerance Policy

Girl Scouts of NYPENN Pathways, Inc. is committed to protecting the health, safety, and welfare of all campers and staff. As such, the use of alcohol or illegal drugs at camp is strictly prohibited and will not be tolerated. Any violations of this policy will result in the camper or staff member being asked to leave camp. Parents will be notified immediately and will be required to provide transportation for their child to return home.

### *Are you Ready for Camp?*

- Final payment made (due by June 21)
- Health Physical completed by physician
- Permission to Dispense Medication form completed by physician
- CampDoc health profile is at 100% complete
- Optional: register for Open House
- Optional: pre-order a camp t-shirt or bundle by May 10



# Trefoil FAQs

**Who are the staff members?** Our camp staff members are enthusiastic, talented, and caring individuals who are selected based on their experience, ability to serve as positive role models, and genuine desire to work with children. Staff members have a variety of talents to help your child learn and grow at camp, ranging from boating to outdoor living skills! Many of our staff return year to year, and new staff members are recruited from the greater Girl Scout community, as well as local colleges and universities. Background checks and interviews are completed for all staff members.

Staff members working directly with campers are at least 18 years old.

**What safety standards are followed?** Our camp is required to meet established standards for health and safety, site, program, and personnel, which are set by state and local health departments, Girl Scouts of the U.S.A., and ACA. Our camp is inspected twice a summer by the Saint Lawrence County Health Department. [More info about NYS Children's Camps.](#)

**What training does the staff receive?** Staff receive an extensive training prior to the arrival of all campers. Training includes activity programming, outdoor skills, health and safety, emergency procedures, age level characteristics, meeting camper needs, supporting campers who are missing home, and much more. Staff members who supervise specialty activities are required to have additional training, certifications, and/or qualifications.

## **What are the ratios of staff to campers?**

The ratio at overnight camp of counselor to campers is based upon ages of the campers and follows GSUSA Guidelines. The adult to camper ratios are:

Daisies/Brownies (Grades 1-3)	1:6
Juniors (Grades 4-5)	1:8
Cadettes (Grades 6-8)	1:10
Seniors (Grades 9-10)	1:10
Ambassadors (Grades 11-12)	1:10

Our overall ratio of campers to staff (counting all staff members and all campers) is around 1 staff member for every 4 campers.

## **What if my girl needs medical attention?**

Trefoil is staffed with a Health Supervisor whose certification and training level is in compliance with NYS Department of Health requirements. The Health Supervisor is on site 24/7 while camp is in session and oversees the routine health care and administration of medications for all campers and staff. The Health Supervisor is trained to identify health issues that require more advanced medical attention. Parents will be notified in the event of an emergency. Many of our staff are certified in First Aid and CPR.

## **Can I mail a care package with food in it or send food with my camper to camp?**

Care packages are encouraged, but please no food in packages or luggage. It attracts unwanted animals to explore the units.

**When are final payments due?** All payments are due by June 21. Payments can be made online in your [DoubleKnot account](#) or over the phone with our Customer Care team 315.698.9400. [Financial aid](#) is available.

**When are health forms due?** Your camper's CampDoc profile needs to be 100% completed by June 21. If you need assistance with CampDoc, please contact Customer Care.



# Trefoil FAQs Continued

**What activities will campers participate in?** At Trefoil we have a little bit of everything! Our waterfront features a water trampoline, an inflatable rockwall (“the iceberg”), canoes, kayaks, funyaks, corcls, and row boats. The swimming area is separated into 4 sections to accommodate varying swimming abilities. We have an archery, slingshot, and tomahawk range, as well as a high and low ropes course. Other activity options include crafts, tie-dye, fishing, exploring the trails, fire building, and outdoor cooking. Gaga ball is always a favorite along with other field games. Some activities may have age restrictions, such as tomahawk throwing which is only for Cadettes and up. Since the Mini Session is short, campers may not get a chance to try every activity.

**What is the waterfront like?** We have our own small, private lake called Snyder Lake. Since we have it all to ourselves it is perfect for swimming and boating for all experience levels. Water shoes are not required, but some campers may prefer to wear them.

**Is camp just for Girl Scouts?** No! Our overnight camps are open to all girls, and we encourage campers to bring a friend, Girl Scout or not!



[View the full Trefoil Overnight Camp FAQs](#)

**What is ACA?** The American Camp Association is a national organization that sets the highest standards for the camping industry, which include the oversight of health and safety of campers and staff and the delivery of quality programming. Being an American Camp Association accredited facility means we have agreed to meet standards higher than that of our state health department, in order to ensure the highest possible quality of programming. Trefoil is reaccredited every 5 years.

**Is there a camp discount available?** Campers can earn a camp discount by participating in the [Girl Scout Cookie Program](#) and selling 1000+ packages of cookies.

Choice of:  
\$300 GSNYPENN Camp Discount **OR**  
\$300 GSNYPENN Experience Credit **OR**  
12 months GirlCratery Subscription  
1000+ pkgs

**Is financial assistance available?** Yes, financial assistance is available for registered Girl Scouts. We want every Girl Scout to be able to experience camp regardless of their financial situation. After registering for camp, you can [apply](#) for financial assistance, if needed. Assistance is limited and meant to subsidize the cost of camp.

# Packing List for Camp:

A well-prepared camper will have more fun at camp. **PLEASE LABEL EVERYTHING WITH YOUR CAMPER'S NAME.** Items should be packed in an easy-to-carry duffel bag, laundry bag or lightweight suitcase. Bins and foot lockers generally don't fit under the beds.



- 2 pairs of long pants/jeans
- 2 pairs of shorts
- 2 shirts (short and long sleeved for cool nights and mosquito protection)
- Sweatshirt
- 2 pairs of pajamas (1 warm pair)
- Rain gear (raincoat or poncho with a hood and waterproof boots or shoes)
- 3 pairs of socks (minimum)
- 3 pairs of underwear (minimum)
- Sneakers or tie shoes; **no clogs or Crocs.** Flip flops/sandals are only allowed at the waterfront and in the shower.
- Hat with a brim
- Bathing Suit
- Warm** sleeping bag/twin bedding (a 'stuff sack' is recommended for easy transport) and a fitted sheet
- Pillow
- Laundry bag
- 2 towels
- Deodorant (non-aerosol)
- Soap in a plastic case
- Shampoo and conditioner
- Toothbrush and toothpaste
- Comb or brush
- Hair Ties/Scrunchies
- Sunscreen (at least SPF 15)
- Insect repellent (non-aerosol, containing less than 12% DEET)
- Other toiletries/feminine hygiene products
- Sturdy water bottle
- Pen and stationary with pre-addressed envelopes or postcards and **stamps**
- Flashlight or headlamp with fresh batteries
- Plastic bags for packing wet items
- White or light colored article of clothing for tie-dye (100% cotton works best)
- Small day pack

## DO NOT BRING:

Cell phones, smart watches, iPods, tablets, MP3 players, computers, gum or candy, scented sprays or lotions, valuables, jewelry, video games, or weapons.

They will be taken and stored by the Camp Director until check-out.

## Lost and Found

Girl Scouts of NYPENN Pathways is not responsible for items lost or damaged at camp. All items must be marked with the camper's full name and all valuables must be left at home. Any items left at camp are only held until the end of the camp season. Please contact the Camp Director to make arrangements for picking up lost items prior to camp end.

## Optional:

- Mess Kit (or unbreakable knife, fork, spoon, cup, bowl and plate for cookouts)
- Camera (non-digital is preferred)
- Sunglasses
- Lip Balm
- Sit-Upon
- Shower shoes (flip flops)
- Water shoes
- Book or journal
- Playing cards
- Stuffed animal
- Bandana