Hello Camper!

Lace up your hiking shoes and get ready to GO!

Camp is waiting for you to arrive, explore, and make new memories! Troop Camping is the ultimate camping experience for a Girl Scout of any age and any skill level. Plan activities, prepare meals, and choose accommodations for new, stimulating experiences. Troop Camping offers you and your troop members opportunities for lessons in responsibility, independence, and leadership.

This handbook is a collection of helpful information to help prepare your troop for your stay at camp! Thank you in advance for embarking on a camping adventure—whether this is your first time or three hundredth time. We’re excited to have your back on our trails. Happy Camping!

Sincerely,
Murphy Hammer
Manager of Camp and Outdoor Education

IMPORTANT CONTACT INFORMATION
Have a Billing or Registration question? Please contact helpdesk@gssem.org or call 1-800-482-6734, option #3.

For all programming questions please contact:
Murphy Hammer, Manager of Camp and Outdoor Education
1046 B Mayer Road
Columbus, MI 48063
mhammer@gssem.org
800 482 6734 x 2250 | 313 870 2516

CAMP PLAYFAIR
Playfair’s beautiful location nestled in the woods along the quiet Lake Huron shoreline provides troops with an excellent opportunity to appreciate the natural environment, unplug from the noise and clutter of today’s busy lifestyles, and have FUN exploring at their own pace. Playfair boasts 16 acres of Michigan wildlife and a private, sandy beach, the perfect location for watching a deep orange sunrise or feeling the cool water tickle your feet on a hot summer day.

BEFORE YOU GO
• A First Aider (adult with CPR and First Aid Training from a nationally recognized provider (such as American Red Cross or American Heart Association) is required for basic troop camping. The first aider must be present for the duration of the camping trip. This can be a leader, co-leader, or another adult who will be camping with the girls. Troops must bring a first aid kit to camp.
• The online Outdoor 1: Trip and Camp Readiness course is required for a troop to attend troop camping. Either the leader or co-leader should take this training.
• The online Outdoor 2: Camping Beyond the Cabin is required if you are sleeping in tents, A-Frames or cooking over a fire.

Training sessions can be found here:
gssem.org/outdoor1

ARRIVAL AND DEPARTURE
Each booking allows you to arrive as early as 3:00pm on the first day of your reservation and depart as late as 12:00pm Noon on the last day of your reservation. You can schedule a specific arrival and departure time with our camp staff after you have booked your reservation and met with your troop to decide what works for you.

To schedule an arrival and departure time, please contact Murphy Hammer, Manager of Camp and Outdoor Education, at mhammer@gssem.org or 810-600-5160 at least 14 days in advance of your camping trip.
Arrival:
• Pull into the North Playfair entrance and proceed to the first visible building. Camp staff will greet you when you arrive.
• Present your first aid/CPR cards. (If you wish to use Lake Huron for swimming you must also present a valid Lifeguard card.)
• Present your group’s roster with emergency contact information.
• Present your signed camp rental agreement

Departure:
• We ask that all leaders/girls pitch in to clean the cabins before departure.
• You will be provided with a list of what needs to be done for departure at your check-in orientation.
• A list of supplies that you need to bring is included on the packing list on page 6.
• Troops that leave facilities without cleaning them properly will be charged a $75 fee.

FACILITIES
Ringler Lodge
A fully furnished lodge with heat, running water, and electricity for up to 24 people. The lodge includes a modern kitchen for cooking your own meals. Ringler is equipped with dishware, silverware, and cooking pots, pans, and utensils. The kitchen is also outfitted with a stove and range, fridge/freezer, and microwave. The lodge is fully furnished with beds. Troops bring their own linens for twin size bunks.

Trillium Ridge
A fully furnished lodge with heat, running water, and electricity for up to 12 people. It is equipped with cooking pots, pans, and utensils, electric stoves and ranges, microwave, and a fridge/freezer. The lodge is fully furnished with beds. Troops bring their own linens for twin size bunks.

The A-Frames
(Assorted A, Birches, and Beechnut) are modestly furnished (single cots) with water easily accessible in the form of outside spigots, and electricity for up to 12 people. This is a seasonal facility (no heat is provided). The cabin includes a camp fire ring for preparing meals on the camp fire. A-frames are not supplied with dishes or cooking equipment; therefore, you must bring all needed dishes and equipment. Troops need to bring their own twin size linens.

*Playfair runs on well water and a septic system. Many groups prefer to bring their own water to camp. Camp does not provide bottled water.

IN CASE OF AN EMERGENCY
McLaren Hospital in Port Huron is the closest hospital to Camp Playfair. You will receive a map and directions to this location during your on-site check-in orientation but please be advised that this hospital is located about an hour from camp. If an incident occurs that requires more immediate attention it is better to call 911 as there are first responder stations that are located closer to camp then the hospital.

*If an issue arises and someone needs to get a hold of a participant in your group while they are at Camp Playfair please make sure that they can contact you via cell phone, however, cell phone coverage is spotty and unreliable at this location. There is a landline available for urgent situations. The landlines are located in Ringler Lodge and Trillium Ridge and is 810-359-7500.

McLaren Hospital
1221 Pine Grove Ave.
Port Huron, MI 48060
Main switchboard: 810-987-5000

MEDICAL EMERGENCIES
• The troop’s First Aider will respond to the group’s minor ailments, injuries, and medical emergencies according to the procedures set forth and specified within the First Aider’s certification and scope of training.
• The troop will contact 9-1-1 when the situation requires emergency medical service and will then contact camp staff to report that 9-1-1 has been called.
• The troop will contact camp staff in the event that the First Aider cannot adequately determine if the nature of illness or injury is cause for securing EMS or transportation to the hospital by a troop member’s vehicle.
• Witnesses will be asked to fill out a Camp Report of Accident or Incident form as soon as possible.
• The troop is responsible for bringing and properly maintaining first aid supplies. The camp does not supply first aid equipment, supplies, or medications. If a serious injury occurs camp staff must be notified after contacting 911 so that appropriate record-keeping regarding the incident can take place.

NO SMOKING, NO ILLEGAL DRUGS, NO ALCOHOL
We are a smoke-free facility; both indoors and outdoors. Please do not allow your group members to smoke on the property or bring alcohol or illegal drugs.

MEDICATION
All prescription and over-the-counter medications that girls bring must be turned in to the troop leader during the troop’s stay at camp and kept in a secured location, out of reach of girls. Leaders are responsible for administering medication to girls when needed per the parents written instructions. Campers must be able to be responsible for and carry their own rescue inhalers and epi-pens unless the parent is present at camp. If your daughter needs to carry an inhaler, please send an extra so there is always a back-up if needed.

PETS
No pets of any kind may be brought to camp; including during pick-up and drop-off times.

VISITOR POLICY
The participants on the roster are the only participants allowed during your camp experience.

PERSONAL PROPERTY POLICY
Any personal vehicles, sports equipment, musical instruments, cell phones, tech gadgets, or other valuable are the responsibility of the owner to keep secured at camp and are best left at home. Replacements will not be provided by GSSEM if they are damaged, lost, or stolen.

Personal sporting equipment (bats, hockey sticks, volleyballs, softballs, baseballs, or other hard sporting equipment) should be stored out of reach of girls until the designated free-time for use in the presence of a supervising adult, for the protection of all people.

Alcohol, illegal substance abuse, or personal firearms and ammunition is NOT allowed at camp. If there is a reason to suspect that troops or individuals are in possession of these items at camp we will contact the applicable Council staff member or local authorities to assist us in our search and seizure procedures and/or individuals will be asked to leave the property.

SUPERVISION RATIOS
Troops are responsible for providing supervision for minors at all times. At no time should a girl or group of girls be left alone without adult supervision. For camping trips, there should be at least 2 adults for a troop, at least 1 of whom is female. Girl Scout Safety activity checkpoints state that the follow minimum ratios for overnight camping trips should be observed:

Girl Scout Daisy: 2:6, plus 1 adult for each additional 4 girls
Girl Scout Brownie: 2:12, plus 1 adult for each additional 6 girls
Girl Scout Junior: 2:16, plus 1 adult for each additional 8 girls
Girl Scout Cadette: 2:20, plus 1 adult for each additional 10 girls
Girl Scout Senior and Ambassador: 2:24, plus 1 adult for each additional 12 girls

• Troops can decide how many additional adults they may want to attend with their troop. Posted capacities of Lodges and A-frames cannot be exceeded at any time.
• Female parents, guardians, or adult family members who do not fulfill the role of troop leader or co-leader and wish to attend camp with their troop or with a girl do not need to be registered Girl Scout members. ALL GIRLS who attend basic troop camp must be registered Girl Scout members.
• We may have limited space for males to attend troop camping with a troop. Please call or email the Camp manager to discuss our availability.
CAMP ACTIVITIES

Outdoor Amenities
Some wide open spaces at Camp Playfair allow for free-play as girls can run wild with their energy and imagination. It is the perfect location for troops to plan how to spend their time - you can work on your own program goals such as a Journey or badge at your pace, or just relax! Better yet, let the girls decide what they want to fill their time with at camp. Creating a scavenger hunt? A leaf hike? A pajama party? The possibilities are as endless as the girls’ imagination. Leave plenty of time in the schedule for making meals, and traditions such as building a campfire and having s’mores.

Swimming
Troops can hire or bring their own certified lifeguard to camp to swim. A copy of the lifeguard’s certification must be given to camp staff at check-in. Troops can only swim with a certified lifeguard.

Programming Opportunities- Add -Ons

<table>
<thead>
<tr>
<th>Activity</th>
<th>Description</th>
<th>Duration</th>
<th>Cost/per participant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Night Hike</td>
<td>Get ready to hike, sing, and explore the trails at night with all of your friends led by a staff member.</td>
<td>1 hour</td>
<td>$5</td>
</tr>
<tr>
<td>Knot Tying and Lashing</td>
<td>Try your hand at all of the major knots and put your skills to use building a structure.</td>
<td>1 hour</td>
<td>$5</td>
</tr>
<tr>
<td>Animal Tracking</td>
<td>Explore camp in a new light as you discover how we can track our animal neighbors with tricks to take back home.</td>
<td>1 hour</td>
<td>$5</td>
</tr>
<tr>
<td>Campfire, Songs, and S’mores</td>
<td>Gather ‘round the fire with your troop, sing songs, eat some yummy s’mores as you wind down from a great day at camp.</td>
<td>1 hour</td>
<td>$5</td>
</tr>
<tr>
<td>Outdoor Games</td>
<td>Kick, volley, throw, or just get moving! We’ll work with you to find a seasonably appropriate activity to have a great time.</td>
<td>1 hour</td>
<td>$5</td>
</tr>
<tr>
<td>Teambuilding</td>
<td>Take your troop the next level as you conquer teambuilding challenges. The shortened session is designed with Daisies or young Brownies in mind.</td>
<td>1 hour</td>
<td>$5</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2 hours</td>
<td>$7</td>
</tr>
<tr>
<td>Orienteering</td>
<td>Find your true north as you learn what you need to navigate camp by compass.</td>
<td>2 hours</td>
<td>$7</td>
</tr>
<tr>
<td>Letterboxing</td>
<td>Create your own journal and go on a letterboxing adventure leaving your own mark as you go.</td>
<td>2 hours</td>
<td>$7</td>
</tr>
</tbody>
</table>
DIRECTIONS TO CAMP PLAYFAIR

From Detroit Metro Areas
I-94 EAST until it ends on Pine Grove Ave.
Turn LEFT onto Pine Grove (this is also M-25).
Stay on this road all the way to camp.
Travelling North on M-25 for about 24 miles –
Camp will be on your RIGHT (when you see Camp Cavell you’re close)
Enter through NORTH gate (2nd gate) unless otherwise instructed

From Mid-Michigan Areas
Take I-69 EAST merging onto I-94 EAST
I-94 EAST until it ends on Pine Grove Ave.
Turn LEFT onto Pine Grove (this is also M-25).
Stay on this road all the way to camp.
Travelling North on M-25 for about 24 miles –
Camp will be on your RIGHT (when you see Camp Cavell you’re close)
Enter through NORTH gate (2nd gate) unless otherwise instructed
TROOP CAMPING PACKING LIST
REMEMBER TO LABEL ALL ITEMS WITH YOUR PARTICIPANT’S NAME.

General Personal Items:
- Personal Care Items (toothpaste and toothbrush, soap, brush, hair care items, etc.)
- Flashlight
- Bandana
- Mosquito repellent with DEET
- Chap stick with SPF protection
- Sunscreen
- Re-useable water bottle
- Raincoat or poncho
- Towel, shower shoes, and shower toiletries

For Sleeping:
- Sleeping bag and extra light throw blanket
- Pillow/pillow case
- Flat twin size sheet

Clothing/Footwear:
- Undergarments
- Pants
- Sweatshirt or fleece Jacket
- Comfortable clothes for all weather conditions
- T-shirts
- Pajamas
- Socks (pack extra for wet days)
- Tennis shoes
- Slippers or flip flops (for indoors)
- Boots for wet or cold weather

For the Group:
- Tissues
- Hand Sanitizer
- Matches
- Storage bags
- Dish soap
- First Aid Kit
- Permanent marker for labeling
- Meals and eating utensils*
- Basic cooking equipment*

Camp Will Provide:
- Garbage bags
- Toilet paper
- Paper towels for the bathroom
- Hand soap
- Sanitizing wipes

Optional:
- Camera
- Games and activities
- Pen & notebook or journal
- Books
- Coffee maker
- Toaster
- Bottled Water (Camp does have well water. Some groups prefer to bring bottled water.)

Please leave at home:
- Electronics (camp is a great place to unplug!)
- Gum/candy/pop
- Candles
- Pets
- Other valuables
- Firewood (camp will provide firewood. It is against state law to bring firewood across county lines to help prevent the spread of invasive species)

*A FRAME STAY:
The a-frames are NOT equipped with stoves or ovens, plates, silverware or kitchen equipment and camp does not provide paper products. You will need to bring something to cook on like a camp stove or electric skillet, if you are not planning on cooking over the fire, as well as cooking equipment like pots and pans, serving utensils, knives for preparing food, can openers, etc. Some troops find it helpful for girls to bring their own mess kits for use during meals. A-frames will have access to a fridge and freezer.

LODGE STAY:
The lodges are equipped with stoves, ovens, plates, and silverware. Camp does not provide paper products. You will have access to a refrigerator/freezer and basic kitchen equipment like pots and pans, serving bowls and utensils, can-opener, cutting board etc.
Troop Camping Rental Agreement

This Agreement is for the rental of a GSSEM camp facility by a membership subunit of GSSEM, hereafter referred to as Renter.

1. The Renter agrees to use a GSSEM camp facility in accordance with the terms set forth in this agreement, and in the Troop Camping Handbook. (Hawthorn Hollow or Playfair)

2. The Renter certifies that the group will use the facilities for one of the following purposes: camping, program activities or an event. All purposes will be referred to as “Event” in this agreement.

3. The Renter will not exceed the maximum number of people allowed at each unit (seasonal A-frame, platform cabin, village, cabin, tent site, or dining hall).

4. The Renter agrees not to invite guests onto the property who are not included in the group’s paid reservation.

5. The Renter certifies that all the girls (minors) on the property will be registered Girl Scouts.

6. The Renter is responsible for cleaning the facilities at the conclusion of the rental period as outlined on the departure check-list. The Renter will leave the facilities and the grounds in a clean and proper condition and in good repair.

7. Any and all expenses incurred by GSSEM as a result of the Renter’s use of the facilities, including breakage or other damage to the facilities, will be billed to the Renter and shall be due and payable immediately.

8. GSSEM assumes no responsibility for rental items from outside rental agencies brought to camp.

9. The Renter agrees that any personal vehicles, sports equipment, musical instruments, cell phones, tech gadgets, or other valuables are the responsibility of the owner to keep secured at camp. Replacements will not be provided by GSSEM if they are damaged, lost, or stolen.

10. The Renter agrees that personal sporting equipment (bats, hockey sticks, volleyballs, softballs, baseballs, or other hard sporting equipment) should be stored out of reach of girls until the designated free-time for use in the presence of a supervising adult, for the protection of all attendees.

11. The Renter is responsible for providing health care, first aid, and emergency transportation, if needed, for attendees. The Renter is required to bring a first aid kit and any medications the group may need during the rental period.

12. The group leader is responsible for the supervision of the Group and the behavior of all attendees. The Renter may not engage in activities and/or behaviors that, in the judgment of GSSEM, may damage the public image of Girl Scouts.

13. The Renter will comply with all applicable laws, local safety and fire regulations and Girl Scout regulations as outlined in the check in packet received upon arrival. The designated adult-in-charge of the group, who is the Renter or who is on site for the Renter, is responsible for ensuring that all participants are oriented to the safety rules as they apply to the site and facilities.

14. The Renter agrees not to bring any pets of any kind on to the property.

15. The Renter agrees that alcohol, illegal drugs, and firearms are prohibited on any premises owned by GSSEM. The Renter agrees that GSSEM facilities are smoke-free both indoors and outdoors and that smoking must take place off-site.

16. This rental agreement is the entire agreement between GSSEM and the Renter and supersedes all prior agreements.