



CAMP RESOURCE GUIDE

Camping at Girl Scouts of Ohio's Heartland Sites



GIRL SCOUTS OF OHIO'S HEARTLAND COUNCIL, INC.
1700 WATERMARK DRIVE
COLUMBUS, OH 43215
(614) 487-8101
www.gsooh.org



GIRL SCOUTS OF OHIO'S HEARTLAND COUNCIL SITE MAP

Headquarters:

★ Columbus Office
 1700 WaterMark Drive
 Columbus, OH 43215
 Phone: 614.487.8101
 Toll Free: 800.621.7042
 Fax: 614.487.8189
 Monday–Friday:
 8:30 a.m. – 4:30 p.m.

Service Centers:

❖ Chillicothe Service Center
 4 Consumer Center Drive
 Chillicothe, OH 45601
 Phone: 740.773.2146
 Toll Free: 800.886.2246
 Fax: 740.773.2144
 Mon., Tues., Thurs.:
 9 a.m. – 1 p.m.
 Wednesday: 1 – 7 p.m.

◆ Mansfield Service Center
 35 N. Park Street
 Mansfield, OH 44902
 Phone: 419.522.0391
 Toll Free: 800.433.1290
 Fax: 419.522.0032
 Monday–Friday:
 8:30 a.m. – 4:30 p.m.

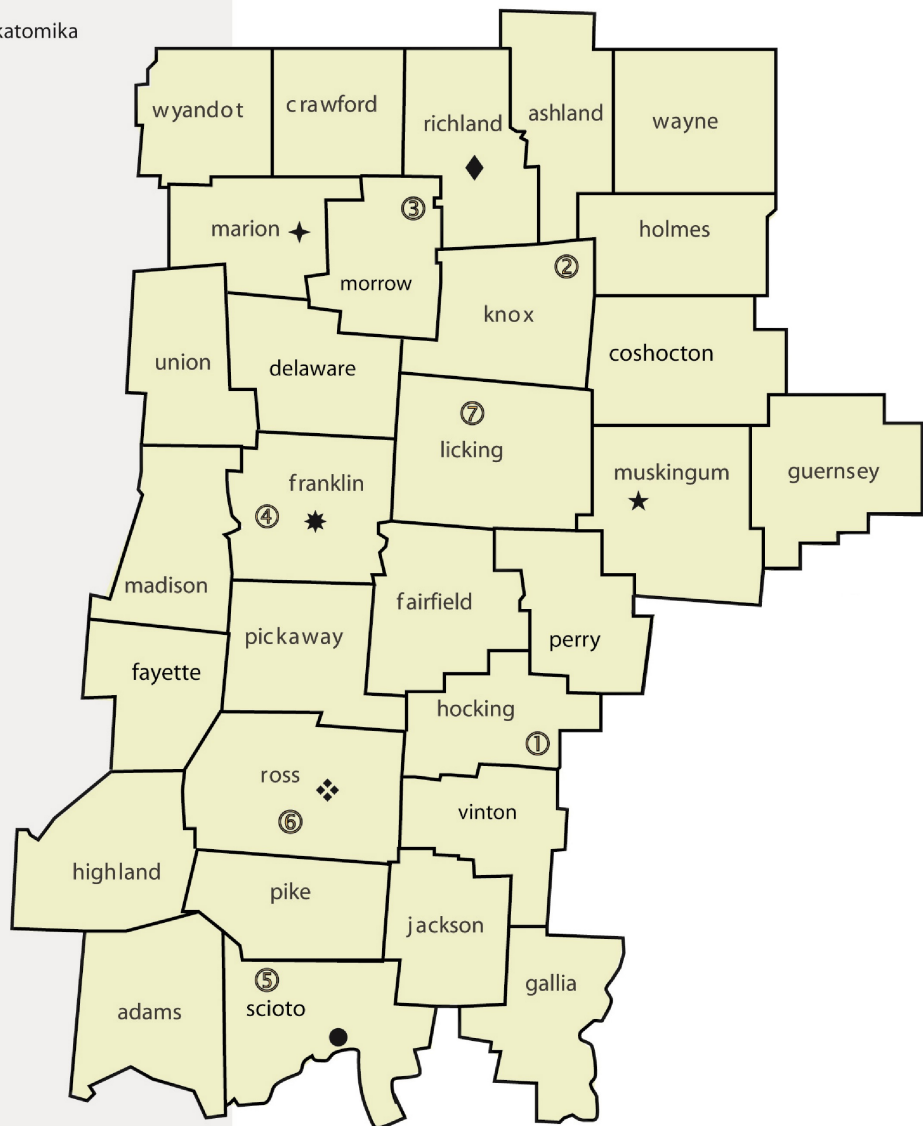
✦ Marion Service Center
 1713 Marion-Mt. Gilead Rd.
 Suite 208
 Marion, OH 43302
 Phone: 740.389.2528
 Toll Free: 866.229.1495
 Fax: 740.389.2876
 Monday–Friday:
 8:30 a.m. – 4:30 p.m.

● Portsmouth Service Center
 2734 Scioto Trail
 Portsmouth, OH 45662
 Phone: 740.353.2579
 Toll Free: 800.886.2579
 Fax: 740.353.4489
 Mon., Tues., Thurs.:
 10 a.m. – 2 p.m.
 Wednesday: 1 – 7 p.m.

★ Zanesville Service Center
 3230 Bowers Lane
 Zanesville, OH 43701
 Phone: 740.454.8563
 Toll Free: 800.292.6759
 Fax: 740-454-8111
 Monday–Friday:
 8:30 a.m. – 4:30 p.m.

Camp Properties

- ① Beckoning Trails
- ② Cornish
- ③ Crooked Lane
- ④ Ken-Jockety/
Elam Environmental Center
- ⑤ Molly Lauman/
LakeView Ranch
- ⑥ Tea-Qui Mead
- ⑦ Wakatomika



Thumbnail Description and Features of Each Site

BECKONING TRAILS

- Location:** 33671 Keller Road, Logan, OH 45648 (Hocking County)
- Description:** One hundred eight acres of hilly, forested land with some open areas, small intermittent streams and a pond off the beaten path. Facilities on the site include Marlie Lodge, a platform tent unit, large shelter house, and a cozy amphitheater.
- Features:** Labeled hiking trails through the woods and over rather steep terrain, as well as a small Indian Mound. Marlie Lodge sits in an open area on top of a hill perfect for star gazing and looking at the night sky. If you stay in Marlie Lodge on a snowy weekend, be sure to bring a sled for sliding down the hill. Animals seen at the camp include deer, wild turkeys and pileated woodpeckers. Large shelter house near the lodge.
- Local attractions:** Hocking Hills State Park is located in Hocking County south of the camp. At Old Man's Cave there is a naturalist on duty. Go to www.hockinghills.com for additional information.
- Availability:** Year round except for a week in June for day camp.

CAMP CORNISH

- Location:** 20280 Cornish Road, Mt. Vernon, OH 43050 (Knox County).
- Description:** Fourteen and one half acres of forested land bounded by a creek. Facilities on the site include Cornish Lodge, a platform tent unit, small shelter house, and an area to pitch tents.
- Features:** Cornish Lodge has a sleeping loft, beautiful indoor fireplace, and basement activity area. A plat map on the fireplace shows the layout of the town of Cornish which never materialized.
- Local Attractions:** Camp Cornish is just west of Holmes County which is Amish Country. The Kokosing Gap Trail, a 14 mile paved path connecting Mt. Vernon and Danville, follows the old railroad bed and is good for walking, jogging, biking, or roller blading. Check out the Knox County Convention and Visitor's Bureau web site for more information @ www.visitknoxohio.org.
- Availability:** Year round.

CROOKED LANE LEARNING CENTER

- Location:** 6998 County Road 40, Mt. Gilead, OH 43338 (Morrow County)
- Description:** 226 acres of forested land with some open areas, stream, and a pond. Facilities on the site include Wawinges Lodge, a platform tent unit with a pavilion, a pavilion overlooking the pond, amphitheater, spray-ground, and a pavilion on the edge of the woods.
- Features:** Labeled hiking trails through the woods and teams course. The pond is a great place for fishing and canoeing (certified adults required). Arrangements can also be made for archery (certified adult must be provided). Mid-April through mid-October creeking (wading in the creek) is a fun way to look for wildlife.
- Availability:** Year round except Crooked Lane Learning Center is closed during ALL Deer Hunting Seasons.



KEN-JOCKETY

- Location:** 1295 Hubbard Road, Galloway, OH 43119 (Franklin County)
- Description:** K-J's 200 acres contain forests, open fields and a large man-made pond. A major feature of the site is the Big Darby Creek, a designated National and State Scenic River. Facilities include Chestnut and Trumbull Lodges, Shagbark and Redbud Cabins, seven tent units, one cabin unit and one day-use only or primitive camp unit. A site host is on duty fall, winter and spring to help troops with coordination of facilities and programs. The Ginny and John Elam Environmental Education Center is located in the front of the camp.
- Features:** Hiking trails between units and lodges, and a Nature Trail along the creek. Becky's Pond is a great place for fishing, canoeing (certified adults required) and observing wildlife. Mid-April through mid-October creeking (wading in the creek) is a favorite activity. Many troops camp at K-J and make arrangements for a program (or two) at the Elam Center. Arrangements can also be made for archery (certified adult must be provided.)
- Availability:** After Labor Day to before Memorial Day.

MOLLY LAUMAN

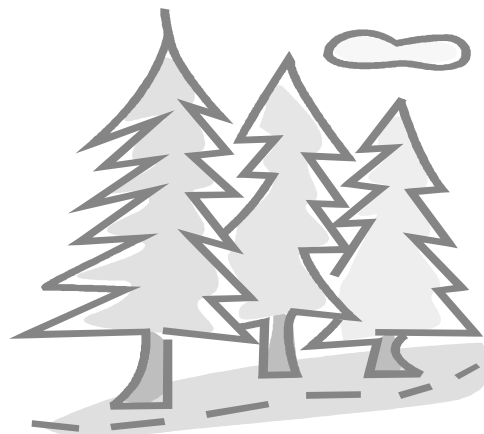
- Location:** PO Box 344, Lucasville, OH 45648 (Scioto County)
- Description:** One hundred sixty and a half acres of woods, lawn, streams and some open field; located on the side of Henderson Knob. Facilities include Lightfoot Lodge, Bear Creek Lodge, five platform tent units and one cabin unit. The Webster Center is located in Brechner Lodge. A site host is on duty in fall, winter and spring to help troops with coordination of facilities and programs. **LakeView Ranch** horseback riding facility is located .2 miles down the road from the camp entrance. Overnight horseback riding programs are accommodated in bunk houses at the ranch.
- Features:** Hiking trails are both in camp and in the forests adjacent to camp. Bear Creek runs through the front of the camp and is a fun place to go creeking and explore. Spring wildflowers abound, fall leaf color is outstanding, and winter is great for hiking. Upon request, staff can be available to provide environmental education programs for day users or troop campers. Fall, winter and spring troop campers at Molly Lauman can sign up for horseback riding activities at the ranch. Canoeing and archery are also available to troops providing properly certified adult supervision.
- Availability:** After Labor Day through the last weekend of May.

TEA-QUI MEAD

- Location:** 1480 Sullivan Road, Chillicothe, OH 45601 (Ross County)
- Description:** The camp's 148 acres is heavily forested and hilly with a small stream. Facilities on the site include Mahrt Lodge, Skipper's Nest and an amphitheater.
- Features:** Labeled hiking trails through the woods and over rather steep terrain.
- Local attractions:** Because the outdoor drama "Tecumseh!" is nearby, staying overnight at Tea-Qui Mead makes a memorable outing. Nearby Chillicothe has many places to visit relating to Ohio history, including Adena and Mound City Group.

CAMP WAKATOMIKA

- Location:** 15189 Girl Scout Road, Utica, OH 43080 (Licking County)
- Description:** The camp's 262 acres is wooded with steep, hilly terrain. Facilities on the site include Aspen Grove, Letz Lodge, Dogwood Lodge and Dogwood Cabins, all of which are heated. Also four platform tent units and Sholly-O unheated dining facility.
- Features:** Sholly-O labeled hiking trail, hiking trails between tent units and down to Wakatomika Creek, teams course (trained facilitator required, and arrangements can be made for archery (certified adult must be provided). Troop camping with a core staff (food service and activities included in fee) is offered selected weekend in May.
- Availability:** After Labor Day through the last weekend of May.



Site Information and Features

HEATED LODGE CAMPING

EQUIPMENT FURNISHED BY THE COUNCIL AT THE LODGES:

2 cooking pots, 1 sauce pan, 2 mixing bowls, colander, fry pan.

All Council lodges are heated and have a range, refrigerator, microwave, indoor bathroom with shower, a telephone for emergencies, foam mattresses for sleeping on the floor, tables, chairs, an indoor fireplace and an exterior fire ring.

SITE	CAPACITY	FEE PER NIGHT	DEPOSIT	AVAILABILITY	COMMENTS
BECKONING TRAILS					
Marlie Lodge	30	\$50	\$50	All year	
CAMP CORNISH					
Cornish Lodge	20	\$50	\$50	All year	
CROOKED LANE					
Wawinges Lodge (Entire)	40	\$70	\$50	All year	Air-Conditioned
Wawinges Lodge (Upper)	20	\$50	\$50	All year	Air-Conditioned
Wawinges Lodge (Lower)	20	\$40	\$50	All year	Air-Conditioned
KEN-JOCKETY					
Chestnut Lodge	30	\$50	\$50	After Labor Day to before Memorial Day	No microwave, shared phone line.
Shagbark Cabin	20	\$25	\$50		No bathroom (latrine only). No microwave, shared phone line.
Redbud Cabin	8	\$25	\$50		Shared phone line, no fireplace, 2 bunk beds, 4 mattresses on the floor, no microwave
Trumbull Lodge	40	\$50	\$50		No microwave, refrigeration shared with tent units
MOLLY LAUMAN					
Lightfoot Lodge	30	\$50	\$50	After Labor Day to before Memorial Day	No fireplace
Bear Creek Lodge	20	\$50	\$50		Information is per section. There are 3 sec- tions. No range (microwave only), fire ring outside, fireplace only in middle section
TEA-QUI MEAD					
Mahrt Lodge	30	\$50	\$50	All year	Shared phone line, no fireplace.
Skipper's Nest	20	\$25	\$50		No bathroom (latrine only), no fireplace.

HEATED LODGE CAMPING continued

SITE	CAPACITY	FEE PER NIGHT	DEPOSIT	AVAILABILITY	COMMENTS
WAKATOMIKA					
Aspen Grove	14	\$30	\$50	After Labor Day to before Memorial Day	Air-Conditioned, no fireplace
Letz Lodge	20	\$40	\$50		Bunk beds for 18, fold out couch for 2
Dogwood Lodge	30	\$50	\$50		Separate male and female facilities available, indoor and outdoor fireplaces. Capacity 60 people for day use.
Dogwood Cabins (6 cabins available- each sleeps 6)	6	\$15	\$50		Rent one cabin for \$15. Rent all six cabins for \$60.

UNHEATED CABIN UNITS

EQUIPMENT FURNISHED BY THE COUNCIL AT THE CABIN UNITS:

2 cooking pots, 1 sauce pan, 2 mixing bowls, colander, fry pan

All Council cabin units feature fire rings, latrines, cabin interior lighting, a shelter or large cabin, access to showers at the pool house, and built-in beds/bunks and foam mattresses

SITE	CAPACITY	FEE PER NIGHT	DEPOSIT	AVAILABILITY	COMMENTS
KEN-JOCKETY					
Sycamore Cabins	20	\$25	\$50	After Labor Day to before Memorial Day	Small (5 cu. ft.) refrigerator, cabins are elevated, 4 beds in main cabin shelter
MOLLY LAUMAN					
Woodland Cabins	28	\$25	\$50	After Labor Day to before Memorial Day	Refrigeration on back porch of Bear Creek Lodge.

PLATFORM TENT UNITS

EQUIPMENT FURNISHED BY THE COUNCIL AT PLATFORM TENT UNITS:

Cooking tote containing 2 cooking pots, 1 sauce pan, 2 mixing bowls, colander, fry pan.

Located in each platform tent unit:

Latrine, fire ring, shelter, brooms, buckets, saw. Each tent has four cots and mattresses.

SITE	CAPACITY	FEE PER NIGHT	DEPOSIT	AVAILABILITY	COMMENTS
BECKONING TRAILS					
Rainbow's End	20	\$20	\$50	April - October	No refrigeration
CAMP CORNISH	24	\$20	\$50	April - October	No refrigeration

PLATFORM TENT UNITS

SITE	CAPACITY	FEE PER NIGHT	DEPOSIT	AVAILABILITY	COMMENTS
CROOKED LANE	24	\$20	\$50	April - October	No refrigeration.
KEN-JOCKETY					
Ashgrove	28	\$20	\$50	Mid-April to before Memorial Day AND after Labor Day to mid-October	Refrigeration in Trumbull
Briarpatch	24	\$20	\$50		Refrigeration in Ferguson
Dipper Hill	20	\$20	\$50		Refrigeration in Ferguson
Galbreath	Primitive	N/C	\$50		Refrigeration in Ferguson
Gypsy	20	\$20	\$50		Refrigeration in Ferguson
Woodcrest	20	\$20	\$50		Refrigeration in Trumbull
MOLLY LAUMAN					
Dogwood	28	\$20	\$50	Mid-April to before Memorial Day AND after Labor Day to mid-October	Shared refrigeration on Bear Creek Lodge back porch
Lumberjack	32	\$20	\$50		
Pioneer	24	\$20	\$50		
Shawnee	28	\$20	\$50		
Wildwood	24	\$20	\$50		
WAKATOMIKA					
Dogwood	20	\$20	\$50	Mid-April to before Memorial Day AND after Labor Day to mid-October	
Briar Glen	36	\$20	\$50		
Tiratomba	36	\$20	\$50		
Tall Timbers	36	\$20	\$50		



Good Things to Know

Facilities for year-round outdoor program are provided and maintained by the Girl Scouts of Ohio's Heartland Council. Facility information for troop/group site use including fees is in this document. The Resident Camp/Day Camp Guide and detailed listings of all summer outdoor programs and fees are made available to all girl and adult members early in the calendar year. They can also be found on the council web site (www.gsooh.org) under "Camps/Troop Camping"

Troop camping is done by Girl Scouts who have had many outdoor activities, have learned and practiced outdoor skills, have taken short hikes and have cooked several meals out-of-doors. Girls, with their leaders, plan and carry out these activities, as well as the actual troop camping experience. Troops can go camping on council-owned sites or sites not owned by the council.

When a troop goes camping, the leader or other adult working with a troop must be certified as a troop camping adult. An adult becomes certified by participating in a troop camping certification course. Troop camp certification should be taken before the troop plans a trip (approximately 4-6 months before the camping trip). See the Council Volunteer Development Update on the council website for troop camp certification course information.

An adult who is currently certified with First Aid and CPR is required to accompany a troop while camping. See the Council Volunteer Development Update on the council website for safety course information.

RESERVING A COUNCIL-OWNED SITE

Reservations open June 1 and placement begins June 10 for site rentals September through February. **Reservations open December 1** and placement begins December 10 for site rentals March through August. Non Girl Scout groups may schedule no more than two months in advance in order to give our membership the opportunity to schedule.

Please make sure that you have a Troop Camp Certified adult and a First Aider for your camping experience. If participating in fishing, archery, canoeing or using the challenge courses, make sure you have reviewed those activity checkpoints and have the trained adults available.

All reservations must be made using the *Site Reservation Request* form available on the council web site, from a service team member, field executive, service center or the Columbus office. You may call the site registrar to check date availability prior to mailing the *Site Reservation Request*, but checking the availability does not guarantee the date will remain open.

When making a reservation, please have a first and second choice as some lodges are more popular than others. Mail, fax, or carry in your completed *Site Reservation Request* to your local service center or the Columbus office. Do not send payment at this time. Your estimated time of arrival and departure, and the appropriate number of

campers must be included on the *Site Reservation Request*.

Troops/groups are encouraged to apply early as many sites fill quickly. When reserving the site on short notice please keep in mind that time is required to process the reservation, secure equipment, notify the camp ranger and prepare the site.

If your reservation is accepted for the date you selected, you will receive written confirmation, directions to the site, and special instructions within seven (7) working days. This will show the date the security deposit is due and the date the balance is due. It will also contain valuable information about the site you will be using. Keep this information and take it with you on the campout. It is your responsibility to read and become familiar with the information.

Full payment and participation roster must be mailed to the Site Registrar four weeks prior to your reservation date or your reservation will be cancelled.

It is the responsibility of the adult in charge to carry the lock combination with you to the site. No one will be there to let you in. Be certain you have the lock combination BEFORE you leave for the campout. Contact the appropriate site registrar during normal working hours if you cannot locate the combination in your confirmation.

BEFORE ARRIVAL

Read through this handbook to ensure familiarity with safety guidelines and emergency procedures.

Take a copy of the *Site Confirmation* to camp with you so you have necessary phone numbers and lock combinations.

Make sure your at-home emergency contact person has the site phone number, your cell phone number, directions to the site, and a list of those attending with their emergency contact phone numbers. NOTE: Cell phone reception is limited at some camp locations.

SAFETY ACTIVITY CHECKPOINTS

Each troop going camping must be accompanied by an adult certified in first aid and CPR. If participating in fishing, archery, canoeing or use the challenge courses, make sure you have reviewed those *Safety Activity Checkpoints* and have the trained adults available.

Make sure to have the following information for all participants camping with your group:

- *Participant Roster*
- Emergency contact names and numbers for all participants (girls and adults).
- A listing of participants with known allergies or health conditions requiring treatment, restriction, or other accommodation while on site.
- Signed consent for medical treatment for all minors in your care.



CHECK-IN/CHECK-OUT

Your estimated time of arrival and departure must be included on the *Site Reservation Form*. Check-in time is 4:00 pm or later on the day of arrival. Check-out time is 12:00 noon or earlier on the day of

departure. Later check-out times can be arranged based upon availability and may be subject to additional fees. See SITE USE FEE SCHEDULE FOR DAY USE in this document for Check-in/Check-out day use times.

COMBINATION LOCKS AND KEYS

You will unlock and lock the gate and/or building to let yourselves in/out. You will be given the lock or lock box combination in your site confirmation.

DAY USE AT NON-COUNCIL OWNED SITES

For publicly owned sites such as a state park or metro park, you generally do not need special permission to use the facilities unless you want to reserve a shelter house, meet with a naturalist or need special permission for a specific activity. The troop/group is responsible for any fees required. Permits, if any, must be issued in the name of your troop and not Girl Scouts of Ohio's Heartland Council.

For privately owned sites, it is the responsibility of the adult in charge to secure permission to use the site. The troop/group is responsible for any fees required. Permits, if any, must be issued in the name of your troop and not Girl Scouts of Ohio's Heartland Council.

Please note that all Girl Scout swimming and boating activities both on and off council-owned sites require certified adult personnel and adult lookouts.

ALCOHOL/ILLEGAL DRUGS

Alcoholic beverages and illegal drugs are strictly forbidden on camp property.

APPLIANCES

Do not take additional electrical appliances for cooking, heating or viewing purposes. Most electrical systems can carry only electrical equipment already provided.



ARCHERY

Archery equipment is available for use at Crooked Lane, Ken-Jockey, Molly Lauman and Wakatomika. Equipment rents for \$15 per day with a \$30 deposit. Use the *Site Reservation Request* form to request archery. Troop provides the approved archery instructor. Archery can be done as part of a day use program. Archery season is mid-April through mid-October.

CAMPING ON NON-COUNCIL SITES

1. Be sure the site meets Girl Scout standards.
2. The troop makes its own arrangements with the camp owner or person in charge.
3. Be sure the troop meets all council standards (proper preparation, qualified troop camp adult, first aider and Level 3 trip permission from a service team member).
4. Complete a *Site Reservation Request* form to file your campout with the council. Fill out the request completely including where you will be camping. Send the request to the Columbus office, or to any site registrar.
5. You will receive a report form to be completed and promptly returned

to the Columbus office, or to any site registrar.

CAMP RANGER

The ranger ensures that the site is maintained in compliance with policies and standards of Girl Scouts of the USA as well as the laws and regulations of state and local governments. At most camps the ranger is in on call in case of a maintenance emergency. Rangers work flexible schedules and do not always observe the same days off. The ranger's primary job function is to care for and maintain the camp facilities and property.

CANOEING

Canoeing is available at Ken-Jockey, Molly Lauman and Crooked Lane Learning Center. Canoes rent for \$15 per day with a \$30 deposit. They must be requested on the *Site Reservation Request* form and are subject to council approval for adults with proper certification. Canoeing can be done as part of a day use program. Canoeing season is mid-April through mid-October.



CANCELLATION/REFUNDS

Our goal is to have our camps full on troop camp weekends. If a troop must cancel its' campout, a full refund including security deposit will be returned provided the Council has been notified 30 days or more before the scheduled campout. If the cancellation occurs within 30 days of the campout, your deposit will be non-transferable and non-refundable. Request for a refund must be in writing. You may cancel over the phone, but in order to receive a refund you must mail, fax or email a written request as well. Cancellations due to extreme circumstances or extreme weather conditions will be handled on an exception basis. Your deposit can be transferred to another available date in accordance with opening dates for site reservations.

CONCEALED CARRY

Firearms or weapons of any type are strictly prohibited anywhere on council-owned premises, whether or not permitted by Ohio law. With the exception of the police or sheriff's personnel, Girl Scouts of Ohio's Heartland Council, Inc. does not permit its members, guests, employees or any other individual to carry weapons, such as firearms, on their body or in their belonging while engaged in Girl Scout activities or on Girl Scout property.

CONSERVATION

Conservation of all camp sites should be practiced. Enjoy and appreciate the flowers, shrubs and trees but leave them for future campers. Remember that campers share the outdoors with the wildlife that was there first. Please do not destroy their homes and habitat. Abuse of animals such as frog giggering and deliberate maiming is not tolerated on camp property.

EMERGENCY PREPARATION

The emergency contact person should be an adult who is willing to be available during the entire camping trip to act as a contact person back home with families and/or campers in case of an emergency.

The family of each camper should have the name and phone number of

the emergency contact person.

The emergency contact person's packet should include all of the following:

- Names and phone numbers of everyone attending
- Names and phone numbers of all drivers
- Camp phone number
- Name of site you are using and directions to camp
- Schedule of activities off and on the site
- Council emergency contact number

EQUIPMENT

Basic cooking equipment available at each lodge/cabin/unit:

- Stock pot-approximately 10 quarts
- Sauce pan-approximately 3 quarts
- Small and large metal mixing bowls
- Metal colander
- Dutch oven

Note: There may be other equipment a troop has donated or left behind.

Basic equipment provided:

- Buckets and pails
- Brooms and mops
- Bathroom/latrine cleaning equipment
- Saw
- Lanterns (as needed)

Note: There may be other items a troop has donated or left behind.

What you need to bring:

- Toilet paper, paper towels
- Cooking utensils including **can opener**
- Plates, bowls, cups, serving dishes, silverware
- Pot holders
- Dishwashing detergent
- Trash bags

FIRES

Fire extinguishers are in all buildings. Locate them when you arrive and read instructions for use.



FIREWOOD

Campers are responsible for gathering their own firewood while at camp. Because of the Emerald Ash Borer and the devastation it can cause, we ask that you do not transport firewood to camp or take wood out of camp. There is plenty of fire wood available in the woods at camp. Any dead wood that is on the ground or hanging in nearby trees may be used. Split wood is not supplied. Fires should be started in designated fire areas only. Do not make a new fire circle to accommodate your group. Have a water bucket next to the fire circle at all times. Never use liquid fire starters. Good campers leave a woodpile behind for the next campers to use.

HAZARDOUS MATERIALS

No hazardous materials (fire works, firearms, poisonous substances, etc.) are permitted on camp property.

HEALTH AND SAFETY

Each troop/group must have a First Aid kit of their own at camp. A Girl Scout First Aider is an adult (18 years of age or older) who has taken Girl Scout council approved first aid and CPR training. See page 21 of "Let's Go Outdoors" Planning and Preparation Guide for a list of first aid kit contents.

The following individuals may serve as first aiders if they are current in their license/certification:

- Physicians
- Physician's assistant
- Nurse practitioner
- Registered nurse
- Licensed practical nurse
- Paramedic
- Military medic
- Emergency medical technician

All accidents, incidents or injuries must be reported to the troop's regional office using the Incident/Accident Report form on the first business day after its occurrence.

The Incident/Accident report form can be found on the council web site www.gsooh.org

HOLIDAY HOURS

Please be aware that Girl Scouts of Ohio's Heartland camps are closed during the week of deer hunting gun season. Sites are also closed on New Year's Day, Thanksgiving, Christmas Eve, Christmas and the weekends of Memorial Day and Labor Day. Some sites may not be available during the weekends of Core Camp and during Resident Camp. Only the site registrar can confirm reservations for scheduled activities and reservations at Council sites

HORSEBACK RIDING

Is available at LakeView Ranch near Camp Molly Lauman. See the *My GSOH* for programs available, fees and *Pick-a-Program* registration coupon. Submit "Date With a Horse" coupon with the *Site Reservation* form. Horseback riding at the ranch is available during troop camping season.

INSECT SAFETY

Girl Scouts of Ohio's Heartland Council does not spray for mosquitoes at any of its sites. Each person is responsible for providing for their own protection against diseases carried by mosquitoes and other insects. We encourage parents to keep up with current health department and medical information by consulting their own pediatrician or a source such as the American Academy of Pediatrics.

LEAVE NO TRACE

A Girl Scout leaves a place better than she found it. All facilities must be cleaned before departure. Floors should be swept and mud removed; kitchens and bathrooms should be cleaned; refrigerators/freezers should be emptied; trash should be placed in a plastic bag, tied and placed in the appropriate containers and/or taken home; all camp equipment and dishes should be cleaned and returned to their proper location; fireplaces/fire circles should be cleaned; wood should be restacked/re supplied; windows and doors should be shut and locked.



MEDICATION DISPENSING

The distribution of over the counter medications, or prescribed medication to girls is prohibited without specific written parent/guardian permission.



PARKING

After unloading, all cars must be left in the designated parking areas. Cars parked on the road limit traffic and/or hinder emergency/camp vehicles. The on-site speed limit is 10 mph. Lock vehicles. The Council is not responsible for vehicles or the contents.

The troop/group will be charged for repairs or replacement costs for damage beyond normal wear. The group will also be charged if the lodge is not cleaned prior to departure. The Camp Ranger or Site Host will report any damage or cleaning issues to the Site Registrar, who will contact you if there is a problem. The condition in which you find a camp site is the way in which the group ahead of you left it. How do you like to find a camp site?

Tables must be covered for all arts/crafts projects. Do not remove tables from the lodge.

Please refrain from pouring grease down the sinks. Look for the "grease can" or use a can of your own.

LOST & FOUND

Double check for any items that you may have left behind. After two (2) months all lost and found items are given to charity. The Council is not responsible for any personal items or valuables on the property including personal sports equipment.

MALES CAMPING WITH GIRL SCOUTS

Dads are often involved in the leadership of a Girl Scout troop. It is not uncommon for a man to be an assistant leader, a troop committee member, a certified First Aider, or the troop camp trained adult. There are no rules that preclude a male adult, who is invited by the troop, from troop camping with Girl Scouts. Common sense and prior planning will make camping with a male adult a positive experience. Follow these simple guidelines and enjoy your camping trip.

- Make sure the campsite you reserve has a separate tent or room for your male camper to sleep in. It is not appropriate for males to sleep in the same tent or room with Girl Scouts in the troop setting.
- Male campers need to have bathroom facilities available that are not used by the girls. If there is only one bathroom available, coordination of usage is of utmost concern. A sign posted when the bathroom is off limits to girls is a must. Camping facilities with separate male and female bathrooms is strongly suggested.
- Male campers are required to follow all guidelines and standards regarding troop camping and Girl Scouting.
- Girl Scouts of Ohio's Heartland Council does not allow tag-alongs, including adolescent boys. Many troop leaders and parents of Girl Scouts expect the Girl Scout camping experience to be time when girls do not have to worry about opposite sex related issues.
- Sexual behaviors of any kind on Girl Scout property will not be tolerated.

PARTICIPANT ROSTER

You must complete a Participant Roster that is supplied in your confirmation packet and mail it to the Site Registrar with your final payment. Rosters must be complete. Please be advised that the Camp Ranger/Site Host will conduct random roster checks to ensure your safety. Roster changes for registered Girl Scouts can be made by calling the Site Registrar. Roster changes will not be accepted on camp site or on weekends. Only registered Girl Scouts (girls and adults) are allowed to participate in troop camping. No tag-alongs.

PETS

Please leave all pets at home. Service animals are welcome but must first be cleared through the Columbus office at least a week before the camp out.

QUIET TIME

Quiet time is 10:00 pm – 7:00 am.



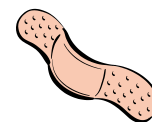
SECURITY DEPOSIT

A security deposit will be due after you receive your confirmation. You must send in the security deposit to hold your camp site. After the campout, send in the statistics and report form. Once this document is received, your security deposit will be returned. The security deposit, or a portion of it, will be held if there have been major rule infractions or negligence in regards to council equipment and property.

SERIOUS ACCIDENT/INJURY, ILLNESS OR DEATH

All of the following actions should be taken in the event of a serious accident or emergency during any Girl Scout activity not just on council owned sites:

- Secure services of trained medical professional or first-aiders on site and give priority to providing all possible care to victims.
- Permit no disturbance of victim (s) except by first-aiders or medical professional or surroundings.
- Retain a responsible adult at the scene.
- Secure doctor, ambulance, police and/or clergy as appropriate.
(You are responsible until police assume responsibility).
- Report nature of emergency and condition of the victim to the parent/guardian.
- Secure parent/guardian wishes regarding:
 - Medical treatment



- Hospitalization
- Personal attendance
- Council notification. After notifying parents/guardians and emergency authorities, council staff must be notified of any serious accident or injury. Please use the emergency contact numbers.

SERVICE PROJECTS

Service Projects may be done at all camp sites. Contact the Girl Scouts of Ohio's Heartland Properties Director at the Columbus office.

SERVICE UNIT EVENTS AND CAMPOREES AT COUNCIL SITES

- Camporees and large service unit events at council sites require the planning committee to meet with the Outdoor Program Director or person she/he designates to coordinate the plans.
- Reserve only the facilities that are needed. The service unit must pay for what is reserved whether or not it is used. The same cancellation/refund procedure applies.
- The service unit planning group places troops in the camping units, not the council or site host.
- The service unit planning group will guide troops to tent and activity locations throughout the event, not the site host.
- If on opening day of registration, two service units want the same weekend, it will go to the service unit least recently having a camporee.
- No placements or holds accepted by phone.
- Service Units cannot have a Service Unit event/camporee at the same site in consecutive years.

SITE CAPACITY

COUNCIL SITE	TROOP/GROUP DAY USE	TROOP/GROUP OVERNIGHT
BECKONING TRAILS	160	50
CAMP CORNISH	50	44
CROOKED LANE	200	64
KEN-JOCKETY	300	198
MOLLY LAUMAN	300	274
TEA-QUI MEAD	160	50
WAKATOMIKA	300	228

SITE USE FEE SCHEDULE FOR DAY USE

There is no charge to Girl Scout troops/groups for day use of a shelter or unheated cabin unit site. The fee for day use of a lodge or heated cabin is 50% of the site fee, plus the security deposit. The day use time rental period is 9:00 am to 3:00 pm. Regular overnight fees will apply to heated lodges and cabins rented past 3:00 pm. Complete the Site Reservation Request form and send it to the appropriate site registrar. The request must be received at least 14 working days before use.

SMOKING

All buildings owned, rented, leased, or loaned to Girl Scouts of Ohio's Heartland Council are designated as "NON SMOKING" environments. Adults who wish to smoke must use special areas on the grounds designated as smoking areas. There is to be no smoking in the presence of girls. Adults must not leave minors unattended to smoke. Please dispose of cigarette butts in a responsible manner.



SPRAYGROUND

The Sprayground at Crooked Lane Learning Center is available for rent after Memorial Day up to Labor Day. Sprayground use is \$50 for the first two hours, \$25 for each additional hour. The upper level of the lodge must also be rented to have access to the bathroom. Use the *Site Reservation Request* form to request sprayground and lodge upper level. A *Sprayground Usage Agreement* is also required and is available to be downloaded from our website.

TAG ALONGS

Tag Alongs (non-registered Girl Scouts) are not permitted.

TEAMS COURSE

Is available at Crooked Lane Learning Center, Elam Environmental Center and Camp Wakatomika. Teams course season is mid-April through mid-October at Crooked Lane and Elam; spring and fall at Wakatomika. Fee is \$8/girl for a two hour program. Fee includes instructor. Use the *Site Reservation Request* form to request teams course.

TELEPHONE

Please reverse charges, use a telephone debit/credit card on any toll calls you make on camp telephones. If this is impossible, notify the Properties Director at the Columbus office. You will be billed for all toll calls from camp phones during your stay. Also, please remember these telephones are for emergency calls only. No personal calls.



VANDALISM

Cost of removing graffiti or repair/replacement of equipment due to other than normal usage will be billed to the responsible troop. Do not use anything, including washable chalk, to write on walks, walls, furniture, latrines or buildings.

VISITORS

All visitors must first check in with the person in charge at the site.

Lantern Use and Care

Kerosene lanterns are provided at council platform tent/cabin units and lodges with latrines. Girls may safely use kerosene lanterns after they have received adequate safety instruction from an adult.

PROVIDED BY THE COUNCIL

- Two kerosene lanterns for each platform tent/cabin unit or one kerosene lantern for a lodge with a latrine.
- Kerosene for refilling the lanterns.

PROVIDED BY THE TROOP

- Matches for lighting the lanterns. Wooden matches work best.
- Paper towels or newspaper for cleaning the lantern globe.

PROPER PLACEMENT

- One lantern must be lit and placed at the latrine at night. This is to guide campers to the latrine when it is dark. The lantern's light is not bright enough to illuminate the area. Campers provide their own flashlight to find their way along the path. There is a bracket on each latrine on which to hang the lit lantern or place it on an upside down metal pail.
- The other lantern provided in platform tent/cabin units is to be placed on a overturned bucket in front of the leader's tent. This small light will help campers locate the leader's tent at **night**.

SAFETY CONSIDERATIONS

- NEVER take a lit lantern into a latrine, building or tent.
- NEVER place a lantern directly on the ground or hang it from tent outraging.
- Clean and fill lantern outdoors.
- Carefully remove the glass globe for cleaning. It can break if improperly removed producing hazardous broken glass.
- Wash hands with soap after lantern care to help keep soot and kerosene off clothing and out of eyes and food.
- Keep lanterns in an area away from food, food storage and cooking utensils.

LIGHTING AND EXTINGUISHING

- Lower the wire lever to raise the globe and light the wick using a wooden match.

Release the lever and turn the wick control to adjust the flame. Turn the wick control down slowly until the flame almost goes out. Then adjust it

back up slightly for a proper flame. A flame that is too high produces too much soot inside the globe. Too much soot will cause less light to shine and make a bigger cleaning job.

- To extinguish the flame, lower the wire lever to raise the globe then blow out the flame. If the lantern is extinguished by turning the wick down, it may drop into the kerosene. If that happens, use a pair of tweezers to fish it out then re-thread it into the wick housing.

CLEANING A LANTERN

Remove the globe

1. Place the palm of the hand on the upright bail
2. Hook middle finger through small ring on top of the lantern.
3. Pull up on the ring to release the globe from the top of the lantern chimney.
4. Tilt the globe to one side and carefully remove it from the wire frame. Caution: the globe will only tilt one way. Forcing it the wrong way may result in a broken globe.

Clean the globe/trim the wick

1. Wipe the inside of the globe with dry paper. Newspaper works well. Do not use water.
2. Trim the wick by scraping off the burned portion with the back edge of a pocket knife.

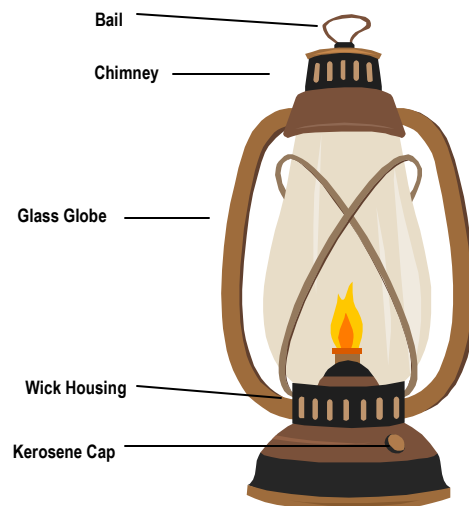
Clean the chimney

1. Following steps one and two above under "Removing the globe," move the chimney up and down several times to dislodge the soot.
2. Use paper to wipe out the chimney of any additional soot.

Fill with kerosene

1. Remove the kerosene cap to check the fuel level. Refill lantern if needed.
2. Replace the kerosene cap.

Replace the glass globe and wipe off the lantern with dry paper. Turn the wick up and down so that it is ready for lighting. About 1/4 inch should show above the wick shield. Avoid turning the wick too low as it can drop into the kerosene.



Latrines

Latrines will be found at all Girl Scouts of Ohio's Heartland Council sites. The "latrine kaper" is very simple, and by doing it we keep the latrines sanitary and pleasant to use.

EQUIPMENT

Each lodge with a latrine and all platform tent/cabin units should have a set of latrine cleaning supplies:

- Special metal latrine pail-either blue in color and/or marked "latrine".
- Toilet brush-usually left in the empty latrine pail
- Brooms
- Cooler (water container with spigot) used for hand washing OR "no water needed" hand sanitizer dispenser mounted on the latrine wall.

TROOP PROVIDES:

- Toilet paper-white only because it decomposes faster
- Bleach for sanitizing the seat
- Plastic grocery bags or paper bags large and small for trash and disposing of sanitary supplies.
- Latex/rubber gloves
- Hand washing soap (bar or liquid)
- Optional air freshener

PURPOSE OF THE KAPER

- Sanitize the seat
- Sweep the floor (and walls if needed)
- Restock the supplies
- Pick up litter in and around the latrine

SWEEP THE FLOOR

If there are bits of paper or other litter on the floor, sweep it into a dustpan or trash container and properly dispose of it. If it is swept directly outside the latrine it will still need to be picked up as litter. Sweep the walls, if needed, to rid them of cobwebs.

SANITIZE THE SEAT

Use about one tablespoon of bleach to one gallon of water. Use the toilet brush to swish the bleach water on the top and bottom of the seat. Do this to each toilet seat in the latrine. Note: do not allow girls to scrub inside the "hole". When finished with this step, pour the bleach water in a waste water pit or scatter it in the woods at least 100 feet away from the water source. If this bleach water is poured into the latrine vault, it will slow the natural decomposing process and the latrine will smell.

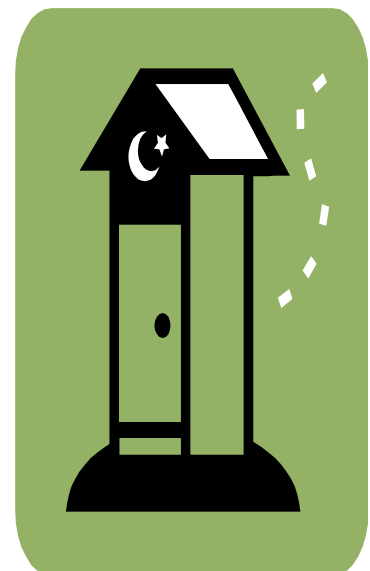
EMPTY THE TRASH

Into a trash bag to be properly disposed of in the dumpster.

RESTOCK THE SUPPLIES

Restock the toilet paper and plastic/paper bags. Most latrines have rollers to keep the paper off the floor. If not, a two pound coffee can works well. Maintain the latrine hand washing station by refilling the hand washing cooler with water and making sure soap is available. If it is a council provided hand sanitizer, note on your "Facility Report" if the dispenser appears to be near empty. The site manager will refill it.

- Wash your hands thoroughly with soap and water after doing the latrine kaper.
- Before you leave at the end of your camping trip, remove all supplies, especially the toilet paper.
- Leave the hand wash cooler empty and turned upside down to drain and dry.



Platform Tent Care

By following these helpful hints a platform tent will remain cozy and dry in a rainstorm.

TENT FLAPS AND TENT SIDES

- At least one end flap should be rolled in every night to allow for ventilation and the escape of insects. It is also easier to make a bed check this way.
- For good ventilation and to keep the bugs from congregating in the platform tent, unlace the corners and roll inward the sides of the flap of the tent. Tie, using the tie strips sewn into the tent, in a half bow. Tent flaps and sides should not rest on top of the tent.
- In a sudden or overnight rainstorm, the flaps and sides can be quickly dropped simply by flicking undone the overhand/half bow. If any other tie method is used it will take longer to undo.
- Rolling the flaps and sides inward prevents them from becoming a rain gutter should they be rolled outward and a rain storm occur. Do not roll flaps when they are wet!

TENT ROPES AND TIE STRIPS

To avoid putting undue stress on the ropes and canvas please observe the following:

- “Clothing closets” should never be made by tying articles to any tent rope or tie strip.
- Clothesline, wet towels or clothes of any type should never be tied to tent ropes and/or out rigging (wooden bracing).
- Tent ropes become tighter in the rain. Using the toggle, loosen the rope in case of prolonged wet spells.
- If a tent rope is broken or other wise in need of repair, please notify the site manager and/or note the repair needed on the “Facility Report”.

CANVAS

To avoid damage to the canvas please observe the following:

- No type of pins should be attached to tent canvas or tie strips.
- Whenever canvas contacts other items such as bed frames or corners of boxes, a weakness develops at the spot which later becomes a hole and is difficult to repair.
- Insect or hair spray should not be used in a tent. The sprays destroy the waterproofing.
- Canvas provides minute air bubbles between the threads, and this helps provide waterproofing. Touching the canvas or allowing anything to rub against it when it is raining or wet will cause these air bubbles to break, and the tent will leak.

UPRIGHT POLES

- Upright poles should stand straight up and down with the peg at the top going through the hole provided in the tent ridge.
- The upright poles are held in place simply by the weight of the tent. Should the poles be used to swing on or are violently shaken, it may cause them to slip off the platform, and the tent will collapse.

TENT FLY

The tent fly is the second top provided for extra rain protection and for insulation purposes.

- The upright pole pegs should insert through the reinforced holes provided in the fly. Occasionally the fly will slip off with a strong wind. Correct this as soon as possible or the fly will be torn.
- If the side attachment ropes are not equal, water will collect on the fly. If water has collected, using the toggles, loosen several of the side ropes of the fly and allow it to drain off. Once the water drains off, use the toggle to readjust the side ropes to be equal.

BEFORE YOU LEAVE

- Before leaving at the end of your camping trip, unroll and drop all tent flaps.
- Lace corners and tie end flaps closed.

POTENTIAL HAZARDS

- Mirrors are hazardous around canvas. Sun reflects from them and can start a fire. Keep mirrors tucked away.
- Lanterns are not allowed in tents, nor are they to be placed even temporarily on steps of tent platforms or hung from tent outraging. The lantern used to designate the adult's tent at night can be placed outside the tent on a bucket turned upside down.
- Candles and other open flames are not allowed in or near tents. This includes citronella candles.
- No smoking in tents.
- No food should be stored in tents (including candy and gum). Nor should there be food wrappers or a food waste trash can. Animals are attracted to these items and will chew through canvas, clothing, duffel bags, etc. for any hint of food.

