



Girl Scouts®

Girl Scouts of San Francisco Bay Area

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www.GirlScoutsBayArea.org

For reservations:

Outdoor Program and Property
Administrative Assistant
1 (800) 447-4475, ext. 112
maickol@girlscoutsbayarea.org

For questions about this site:

Site Manager
1 (415) 453-5047
1 (510) 499-3426 (cellular)
shae@girlscoutsbayarea.org

Notes On Safety

- Review your "Camp Policies & Procedures" brochure and pay special attention to emergency information. Also review the site-specific emergency information on this flyer.
- Girl Scout groups should review **Safety-Wise**.
- An adult trained in first aid and CPR should accompany your group.
- Designate a vehicle for emergency transportation at all times during your stay.
- Report all accidents and injuries to council staff.
- Girl Scout groups should bring a Mutual of Omaha Activity Accident Insurance brochure and claim form.
- Groups must provide their own first aid supplies.

Welcome to Camp Bothin

Check-in: 4 p.m.
Check-out: 2 p.m.

Early arrival and/or late departure will incur additional half-day charge(s).

Council staff will contact you 1-2 weeks before your event to prepare you for your visit. For more information prior to or during your stay, call the site specialist at (415) 453-5047, or site manager at (415) 456-6442.

Upon arrival, contact site staff within 30 minutes and turn in your roster of participants. A council staff member will conduct a walk through and review the camp's conditions.

*Advance visits to preview the site **must be by appointment only**.*

***Note:** Camp Bothin is not available from early June through most of August since it is a site for resident camp program.*

Facilities

Dormitories: Stone, Little House, Manor and Lyman (listed below) have large living areas, dormitory sleeping for girls, adult sleeping and indoor bathrooms with hot showers, as well as their own kitchen and cooking equipment. Some beds are bunks. Sleeping capacities listed are the maximum number of beds available. Kitchens have gas stoves, household-size refrigerators, and cooking and eating equipment to serve the dining capacity listed. Each building has a large fireplace and space heating by gas furnace. Outdoor barbecues are available.

Stone House: Sleeps 40, kitchen and dining space for 40. Day use capacity is 45.

Little House: Sleeps 39. Kitchen and dining space for 39 (includes using living room for dining). Day use capacity is 50.

Manor House: Sleeps 45. Kitchen and dining for 45. Day use capacity is 60.

Lyman House: Sleeps 36. Kitchen and dining for 36.

Dining Hall: In addition to cooking and dining facilities in the dormitories, a commercial kitchen and large dining hall (seating 225) is available in the Multipurpose Hall. Users must provide a trained cook with ServSafe Certification.

Baytree (Outdoor): Sleeps 24 in platform tents with beds and mattresses. Outdoor cooking; bath and shower house. Not available from October 15 through March 31.

Bush (Outdoor): Sleeps 22 in open-air cabins with beds and mattresses. Cooking shelter, bath house with NO showers. Unavailable October 15 through March 31.

Swimming pool: The pool is available May 1 – September 15 (weather permitting). Users must provide a lifeguard who meets the appropriate lifeguard certification. If swimming instruction is to be given, a person holding current Water Safety Instructor certification must be present. All lifeguards and instructors must be 18 years old or older. Certifications must be approved by the council program department. Copies of the certification must be mailed to the council office with final payment for site use. If more than one group is on site, adult volunteers will set swim times. Additional fee, \$40.00.

Keys

Keys are not necessary. The site specialist will provide all access.

Parking

Park all vehicles in the designated lots by the pool and behind the dining hall. Vehicles may proceed to paved areas nearest to your sleeping area for loading and unloading purposes only. Please back cars in. Large groups should park carefully since space is limited. Do not attempt to take any vehicles on the fire roads.

Fire Circle/Camp Fires

Three fire circles are available for use. They are located at Bush Unit, Baytree and at Stone House. Firewood is provided, although it may be damp due to weather. Use charcoal for outdoor cooking — it's more efficient and easier to use. Bring your own charcoal and firestarter. Lighter fluid is not allowed, nor are liquid fuel (gasoline or kerosene) stoves and lanterns. You are welcome to bring butane or propane gas lanterns and camp stoves for outdoor use. Bring your own outdoor cooking equipment. **Fires may be built only in fire circles and barbecues and only for cooking and recreational purposes. Do not burn trash or paper products. Exercise extreme caution, especially during dry summer months.** Make sure all fire embers are out.

Trails

Please stay on trails and avoid cutting through the underbrush. Stay out of the creek bed unless you have permission from site staff. Do not take rocks, plants, animals, etc., from the site. Trail markers are posted in various locations to identify trails throughout the camp.

Phone

Pay telephones are located at Lyman Hall (415) 459-9740, the Multi-Purpose Building (415) 459-9312. Incoming calls to the camp must come to the pay phone ONLY. Site staff will not relay messages.

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Bring change for the pay phone. You may wish to bring a cellular phone.

Cleaning

Please leave the buildings completely clean. Cleaning supplies — mops, brooms, paper towels, dish soap, scouring pads, etc., are provided.

Clean each area you use. Cleaning supplies are provided and instructions are posted. Your cleaning deposit is refundable only after the site staff verify that you left the site in a clean and undamaged condition.

Garbage

Use the garbage cans located in each building or unit for all types of trash (paper, cans, food, etc.). Compact your trash by flattening cans. Do not leave boxes and bags of garbage next to the garbage cans. Take garbage to the dumpster near the barn or near Carriage House.

Maintenance Concerns

To report non-emergency problems, please contact the site manager or host during your stay. At the end of your stay, if the problem has not been corrected, please note the repair or problem on the Site Use Report.

The camp is on a septic tank sewage system. All food, paper towels, sanitary napkins, etc., must be placed in the garbage cans provided. Please keep these items out of drains and toilets.

Service Projects

If your group would like to participate in a service project or donate an item from our wish list, please check your confirmation packet for more information. Arrangements for service projects to be completed while on site must be made at least two weeks in advance.

Graffiti & Chalk

Graffiti is not allowed. Also, please do not plan to use sidewalk chalk as a program activity. If necessary to use chalk to mark boundaries of a playing field, etc., contact site staff for permission. You must remove the chalk before you leave.

PAWS

PAWS is an experiential program that comes to you! We provide hands-on, educational activities that include service, leadership, learning, or teamwork.

The Paws program will be happy to meet you at any of the GSSFBA sites and facilities Mon. - Sat.

PAWS operates Sept. 15th to May 15th. For more info, visit www.GirlScoutsBayArea.org/paws

Americans With Disabilities

(ADA)

Several buildings at this camp are over 50 years old, and thus most do not meet ADA guidelines. However, Lyman House is a building that has undergone remodeling to address ADA requirements. Access to this building is through the Heritage Room, which allows entry into most of the second floor. Restroom facilities are not user friendly for wheelchair bound persons.

Since there is no elevator, access to the first floor is through the front entrance of the building. The wheelchair bound person can enter it via the entry ramp located in front of the building.

Multipurpose Building: This building is available for use when a group rents the whole camp. It meets ADA guidelines.

Groups having a wheelchair bound person should preview the site before attending this camp.

ServSafe

One member of your group must attend and obtain certification from the ServSafe Food Safety Program. ServSafe is the most widely accepted food safety program used by local, state and federal health departments. Training classes can be located through the ServSafe website: www.nraef.org/servsafe/

Emergencies

Emergency numbers are posted by each telephone. To report a fire or other emergency, call 911. You do not need money to dial 911 from any pay phone. Safety of campers is the highest priority. If a fire can be contained, use a fire extinguisher.

Fire Drill and Evacuation Procedures

Campers should become acquainted with these procedures by having a fire drill shortly upon arriving at camp.

1. The alarm signal is a steady horn or bell. When you hear the alarm, evacuate all buildings. If you are in a building, pull the fire alarm box. Send runners to alert persons in outdoor units and barn areas where they may not hear the alarm clearly. Do not re-enter a building for belongings.
2. Report the size, location and nature of the fire (or other emergency) to the adult in charge and to authorities by calling 911. Notify the staff/host persons immediately.
3. The supervising adult in each area should assemble participants and check to see that all participants and staff are accounted for. Participants should be instructed

to keep items such as long pants, jacket, flashlight, towel, shoes and socks handy at all times.

4. Those on the upper part of the camp (closer to the bigger buildings) gather all your participants in the cement area near the swimming pool and then proceed to the meadow using the road through the parking lot as much as possible. If you are in the lower part of the camp (closer to the dining hall), proceed directly to the meadow.

Following an earthquake: Move away quickly from the buildings and power lines. Do not re-enter any building until permission is received from staff or authorities.

5. The adult in charge should see that all groups and staff are accounted for. Please report the status of your group to the site staff. Do not try to evacuate the site unless specifically instructed by site staff or official authorities.

Nearest Hospital

Marin General Hospital
(415) 925-7000
250 Bon Air Road, Greenbrae