

## Girl Scouts Program Information

### General Information

- The sessions will be held regardless of the weather. **Children should be dressed to be outside!** We suggest bringing a rain coat (no umbrellas please) or winter wear (hats, gloves, boots, etc.). Dressing in layers will allow for the girls to adjust to temperature changes.
- Shoes worn must be sturdy (no flip flops).
- Please be sure that any items brought along are **labeled** with the girls' names so they may be returned if left behind.
- Any siblings attending with your group that are old enough to participate must be counted as another scout.

### Cancellation Policy

- We need **at least 2 weeks' notice** for any cancellations. Cancellations after this point will result in a charge of the **FULL** fee.
- Any changes in the group size also require at least 2 weeks' notice.

### Pre-scheduled Program Information

- Prescheduled all day classes are responsible for their own lunch, unless otherwise noted in the program description.
- If the number of girls has changed, please call to let us know so we can adjust the groups and nametags accordingly.
- Any siblings attending with your group that are old enough to participate must be counted as another scout.
- **Advanced payment is required for prescheduled programs to complete registration and secure spaces in the program.**
- For emergency purposes, we will need each scout's emergency contact information on hand the day of the event (forms are sent with confirmation letter and available on website). This will allow us to seek medical attention if needed and inform us of any allergies the scouts may have.
  - If this medical information is something you have on file with your troop and a troop leader is staying for the duration of the program, please be sure you have it with you in case it is needed. We do not need to collect these; we just need them on site.
  - If you do not have any medical information on file, please fill out a medical form for each girl attending.
- **Any scout that is staying without an adult must have a medical form filled out by their parent/guardian and turned in at the time of registration.**

### Cancellation Policy

- We need **at least 2 weeks' notice** for any cancellations. Cancellations after this point will result in a charge of the **FULL** fee.
- Any changes in the group size also require at least 2 weeks' notice.
- If the minimum number of scouts is not received by the deadline, the program will be cancelled and all scouts registered will be notified by phone and/or email. Minimum: 6 scouts per program.