



Camp Valley Forge

Camp Valley Forge is located near Valley Forge National Park, in Eastern Chester County. Camp Valley Forge features a large field for games, a gaga court, archery range, and picnic area. A low rope challenge course provides outdoor adventure and team-building opportunities. A multipurpose room provides indoor space for sports and other activities.

Facilities include 2 indoor overnight facilities for troops/groups with full kitchen, bathrooms with shower, and mattresses for sleeping.

Contact Information:

Property Manager:

Jesse Johnson
(215) 252-4790

jjohnson@gsep.org

Wifi:

GSEP GUEST

Password: Welcome2GSEP

Council Emergency Hotline:

(445) -227-7559

Please see crisis procedure below



Camp Valley Forge

Check-in & Check-out Procedures

Check-in: 2pm to 8pm

-If you need to arrive after 8pm, please call the Site Manager ahead of time to make arrangements. No Check-ins after 10pm!

Check-out: No later than 12pm

-The Property Manager or volunteer Site Director will check campers in. Troops/groups must provide a copy of their confirmation and roster.

-Troops/groups will choose a check-out time upon arrival. All check-outs must be complete by 12pm on day of departure.

-If there is an emergency, the Property manager/volunteer Site Director will follow the Crisis Action Plan for CFV.

-All troops/groups must clean their camping sites prior to check-out. See the Cleaning checklist for details.

-Troops/groups should not leave until their site(s) have been inspected by the Property Manager or volunteer Site Directors.



Troop Camping Checklist:

Troop Provides:

- Trash Bags***
- Paper Towels***
- Toiletry Items***
 - ***Towels***
 - ***Washcloths***
- Cooking Supplies***
 - ***Pots and Pans***
 - ***Cooking Utensils***
 - ***Plates, cups etc.***
- Sheets and Blankets (Twin size mattress)***

Council Provides:

- Firewood***
- Brooms/ Dust pans***
- Mops***
- Liquid Floor Cleaner***
- Disinfectant Spray for surfaces***



Crisis Procedures

In the Event of a Serious Accident, Incident, or Emergency

The person in charge at the scene should:

- A. Give priority attention by providing care for the injured person(s). Secure ambulance, and/or police as appropriate **through the Property Manager on duty.**
- B. Appoint a record keeper to provide written documentation of the emergency.
-Incident/Accident
****form must be submitted within 24 hours to the GSEP Human resources Department.***
- C. Move other girls/participants away from the injured person/scene.
- D. Assign a responsible adult to the scene of the accident.
- E. Any serious incident/accident must be reported to GSEP ***IMMEDIATELY*** via the **Emergency Hotline. (445) -227-7559**
- F. The council representative will decide who should call the parent/guardian or next of kin.
- G. Refrain from making any statements (either orally, or in writing) which could be interpreted as an assumption of responsibility for the accident.

Local Medical Facilities:

Phoenixville Hospital
140 Nutt Road, Phoenixville, PA 19460
(610) 983-1000



Driving and Parking while at CVF:

-The camp speed limit is **15mph**. Operate your vehicle with utmost care due to campers walking on and around our camp roads.

-Parking is limited at Valley Forge. Please be considerate and carpool if possible.

****Failure to comply with the GSEP camping procedures above may jeopardize your troop/group's ability to utilize GSEP properties in the future!***



Camp-Site Cleanup/Check-out Checklist

Cleaning Items Provided

Units will have basic cleaning supplies. For example: a large push broom, a small broom, a dust pan and brush, a mop and bucket, one gallon floor cleaner, spray bottle of surface disinfectant, a toilet brush, and a plunger. **GSEP DOES NOT SUPPLY TOILET PAPER, PAPER TOWELS, OR TRASH BAGS!**

Complete and mark all that apply...

Remember, you are responsible for it—even if you did not use it!

Kitchens/Kitchen Shelters

- _____ Trash can and recyclables are to be emptied and put in proper cans
- _____ Refrigerator/freezer and oven/range are to be emptied of food and wiped clean.
- _____ Sink and counter surface wiped clean
- _____ Floor swept and mopped

Bathrooms/Latrines

- _____ Trash can and sanitary napkin dispenser emptied
- _____ Sinks and counter surface wiped clean
- _____ Showers cleaned
- _____ Toilets scrubbed
- _____ Floor swept and mopped
- _____ Remove all unused paper products

Sleeping/Living areas--and/or Tents

- _____ All clothing and personal belongings removed from space (look under beds)
- _____ Mattresses in tents should be propped against bunks
- _____ Put away tables and stack all chairs/benches.
- _____ Floor swept and mopped
- _____ Close and secure tent flaps

Fireplaces/Fire Circles, and Outdoor areas

- _____ All fires fully extinguished. Ash placed in metal ash bucket (NO trash cans), and placed outside.
- _____ Fire Ring should be clear of all debris and trash
- _____ Fire wood should be replenished for the next group (wood available on back porch of dining hall).
- _____ Check entire site for trash/litter. Bag all trash and place bags in cans. Close lids tight to keep animals out!



GSEP Council Property Camping Participant Roster

Please complete and hand in to Property Manager upon arrival.

- ❖ Provide full name of girls and adults in attendance. Use back of form if needed.
- ❖ REMEMBER TO BRING A FIRST AID KIT, PARENT PERMISSION SLIPS, HEALTH HISTORY FOR EACH GIRL,

SU/Troop Leader: _____ Age Level: _____

SU: _____ Troop #: _____

GSEP Property: _____

GIRLS

1. _____

2. _____

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GSEP Council Property Camping Participant Roster

First Aid Trained Adult(s): _____

Camp Trained Adult(s) IOS: _____

Camp Trained Adult(s) BOS: _____

ADULTS (INCLUDE PHONE NUMBERS)

1. _____

3. _____

5. _____

2. _____

4. _____

6. _____