



2023 FRANCIS SCOTT KEY DISTRICT CUB SCOUT DAY CAMP

DEN WALKER AND TIGER ADULT PARTNER INFORMATION PACKET

Dates: June 26 through June 30, 2023

Location: Thurmont Conservation and Sportman's Club

11617 Hunt Club Road, Thurmont, MD 21788

Camp Day: 7:30 AM to 3:30 PM Monday through Thursday
7:30 AM to Noon on Friday

Theme: Off to the Races

First, a big THANK YOU for your time and talents from the 2023 FSK District Cub Scout Day Camp staff.

Who says the campers get to have all the fun? Adults can too! Den Walkers are parents, grandparents, older siblings (18+ years of age), another trusted adult, or Pack member who attend at least one full day of camp providing safe supervision, just as a chaperone would on a school field trip. Den Walkers may attend 2, 3, 4 or all 5 days. Den Walkers are vital in facilitating the spirit and FUN of our program within their Den, capturing camp memories to share, and assisting campers in station activities!

If your Wolf, Bear, Webelo, or Arrow of Light Scout is attending camp, BSA guidelines specify that you provide a Den Walker for at least one full day of camp. If you have more than one child (Wolf rank and above) attending day camp, the Den Walker requirement must be met for each child, i.e., 2 campers = minimally 2 days of Den Walking. If you wish to walk a specific day with each child, be sure to specify the rank request next to each of the days selected on your den walker registration form.

Tigers Scouts entering first grade in the fall must have an Adult Partner accompanying them, each day of camp. This does not have to be the same adult every day per BSA National guidelines.

If one of your children attending is a Tiger, you will automatically be selected to serve as their Adult Partner unless another adult will be serving in that capacity for you. In cases of twins, one parent/guardian may serve as both Tiger's Adult Partner for the week.

DAILY PROCEDURES

- Den Walkers and Tiger Adult Partners arrive no later than 7:25 AM on your designated day.
- Sign-in at the Administrative Area and check your Den assignment.
- Report to your designated Den at the Assembly Area to assist in welcoming campers starting at 7:30 AM.
- Provide camper supervision throughout the day, including lunch, and assist with station activities.
- At the end of the day report back with your Den to the Assembly Area providing supervision of campers until picked up by their authorized person.
- Once ALL non-staff member campers in your Den have been picked up escort the remaining staff member children to the Administrative Area where you can sign out.

The Buddy System is ALWAYS in effect. Campers should never be alone at camp — they must always have a buddy.

TRAINING

Camp staff and volunteers, including Den Walkers/Tiger Adult Partners, must be BSA Youth Protection Trained and adhere to the two-deep leadership protocols in all situations involving interaction with youth. No adults are permitted to be alone with a youth, unless it is their own child. If you have not yet taken youth protection training or if your training is expired, see the attached instructions for completing this training online.

Included in this packet is the FSK District Day Camp's Den Walker/Tiger Adult Partner Agreement. Please review and sign this document to include with your form submission.

Den Walkers, who will be attending at least three (3) days of camp, must attend the camp staff safety training sessions offered - see documents checklist for details.

DEN WALKER SIGN-UPS: Your Pack's Day Camp Coordinator will know what Den Walker coverage is needed for your unit. Our Camp Director will make every effort to honor Den Walker rank specific day requests. To help the Camp Director avoid den reassignments due to walker shortages, we **HIGHLY** recommend selecting a day that another parent of your child's same rank has not already selected within your Pack. In the event a shortage does occur, Den Walkers may be reassigned into another rank group within your same pack that lacks the required number of den walkers for that rank to participate.

DEN WALKER / TIGER ADULT PARTNER

DOCUMENT CHECKLIST

- Den Walker/Tiger Adult Partner Registration Form
- Den Walker/Tiger Adult Partner Agreement (print both pages)
- Youth Protection Training certificate - cannot be expired - certificate must be minimally valid through the end of camp week.
- BSA Annual Health and Medical Record (AHMR)— Parts A and B (3 pages)
- Copy of your immunization record or enter the dates (month and year administered) on page 2 of part B of the AHMR. Tetanus immunization is required and must have been received within the last 10 years.
- Copy (front and back side) of your medical insurance card. If taking a prescription medication that will be administered at camp, a doctor's signature is required on the second page of part B of the Medical Record under Allergies/Medications. If taking an emergency medication at Day Camp (such as an epi-pen, rescue inhaler, or diastate), a doctor's note (can be next to their signature) stating the medication is to be carried on your person. Otherwise, all medications will be maintained in a locked container at First Aid.
- If you are First Aid/CPR/AED trained (or any combination) or are trained in a BSA specialty area, e.g., Rangemaster, please attach a copy of your training certificates.

- Den Walkers (not Tiger Adult Partners) participating in at least three (3) days of camp must attend our camp staff **CAMP SAFETY TRAINING**. This training is required by the National Camp School Guidelines for camp accreditation process. We do plan to do this training virtually and record the session.

DOCUMENTS DUE JUNE 1



2023 "Off to the Races" Day Camp DEN WALKER / TIGER ADULT PARTNER REGISTRATION FORM

Location: June 26 • June 30, 2023, Thurmont Conservation and Sportsman's Club

A. Den Walker or Tiger Adult Partner NAME: _____
(Circle one)

Cell Phone Number: (____) _____ Birthdate: __/__/__ (Must be 18+ years of age)

Pack # _____ Email: _____

B. Camper(s) Name: _____

C. Camper's Rank (fall 2023): _____

D. Select day(s) available: Monday__ Tuesday__ Wednesday__ Thursday__ Friday__

E. Are you a Registered BSA Adult Leader? (Circle one) YES/NO If Yes, Unit #: _____
Date Completed Youth Protection Training: __/__/__ * Attach copy of current YPT Certificate

** To take or re-take Youth Protection Training go to my.scouting.org

Are you First Aid Trained? (Circle one) YES/NO If yes, attach copy of current certificate

Are you CPR/AED Trained? (Circle one) YES/NO If yes, attach copy of current certificate

Do you have any additional safety training certifications (e.g., archery, fishing)? YES/NO

Please list:

Den Walker Signature: _____

Date: _____

DEN WALKER ACKNOWLEDGEMENT

I agree to serve as a Den Walker for the Den I am assigned by the Francis Scott Key District, National Capital Area Council, Day Camp staff. I further agree to observe and act by all promises of the Scout Oath and Scout Law.

Once all registrations are received, the Day Camp Director will assign Den Walkers accordingly. The first interest of our staff is the safety of the campers. The camp exists and operates for them. By signing below, I acknowledge there is NO GUARANTEE that I will be placed with my child, though the Camp Director will attempt to place me with my child based on the number of available Den Walkers.

As a Day Walker, I am expected to arrive no later than 7:25 AM and stay with my Den throughout the course of the camp program day until the conclusion of closing ceremonies.

Signature: _____ Date: _____

DEN WALKER / TIGER ADULT PARTNER AGREEMENT

1. Youth Protection standards of two-deep leadership and the buddy system will be maintained. An adult should never be alone with a youth unless it their child.
2. Camp is held at a shared facility. To help identify adults and youth that belongs in camp, we will be enforcing the following procedures:
 - Campers WILL wear their Council issued camp logo t-shirts DAILY
 - Staff will wear their Council issued t-shirts DAILY
 - All staff, volunteers and guests must sign in and out of camp daily at the Administration Area.
 - Staff, volunteers, and guests will be provided with color coded wristbands.
3. Adults may bring cellphones to camp; however, we ask you to silence your phones and focus on the campers (not your screens) for their safety and the safety of others.
4. NO smoking, vaping, alcoholic beverages, or illegal substances are permitted at any time.
5. Always watch out for camper safety. Help prevent dangerous activities, such as rock and stick throwing, running, and walking around camp in bare feet.
6. We have a First Aid Station to assess all injuries and illnesses. It is located next to the Administration Area. ALL injuries and illnesses, no matter how insignificant, must be reported to the First Aid Station.
7. In case of an emergency, DO NOT CALL 911. Advise a staff member of the emergency so only one call gets made to emergency services and it is from the Camp Director. This is a BSA requirement. Remember the Camp Health Officer is a trained professional who can

come to the injured or ill person to administer First Aid. Assist in maintaining control within the Den. Use the Scout Sign to gather attention.

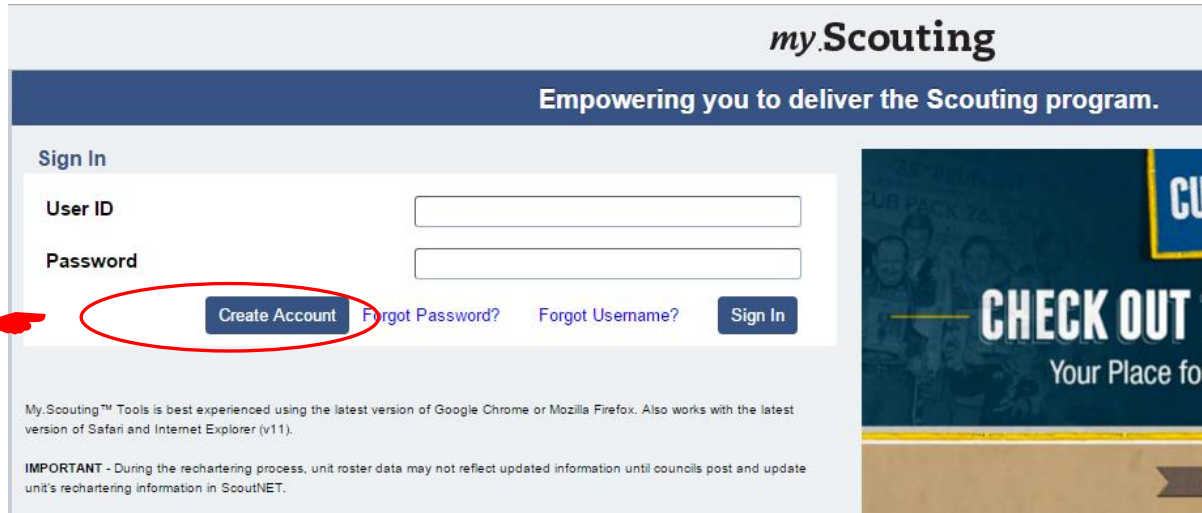
8. Following Youth Protection Guidelines, no Scout will be disciplined in public. No Scout will receive any discipline in the form of physical contact, including grabbing, shaking or the like. No shouting at Scouts for discipline purposes will take place. No derogatory or disparaging talk will be tolerated. If any adults are found or alleged to be confrontational or otherwise demeaning to camp members, the adult will be excused from the current activity and asked to report to the Camp Director. Everyone is expected to uphold the values of the Scout Oath and Scout Law at camp. Anyone not upholding these values will be given a "3 strikes, you're out!" ruling:
 - a. Strike 1: Verbal warning issued with acknowledgement of what value was not being upheld.
 - b. Strike 2: Time out observed in the Administrative Area followed by a discussion with the Camp Director of the importance of upholding the values of the Scout Oath and Scout Law.
 - c. Strike 3: Youth who continue to NOT uphold the values of the Scout Oath and Scout Law at camp (i.e., disrespectful, out of control, or harmful behavior) will be requested to leave or have their parents/guardian called for IMMEDIATE pick up. Fighting will result in immediate dismissal from camp.
9. The Archery, Sling Shot and BB ranges have clearly marked boundaries and safety rules in place. All personnel must request permission to enter the ranges from the Range staff and must adhere to their direction. Range staff have the authority to remove any individual from the ranges for disruptive behavior or noncompliance with range safety rules. The ranges are set up and operated in accordance with the BSA Shooting Sports regulations—which are strictly enforced for the safety of participants. The Fishing station is also marked with boundary caution tape.
10. The tree line at TCSC is the camp boundary. Campers must not go into the woods unless they are asked to do so and led by Program Station sStaff, as part of their station activities. We have live fire shooting ranges at camp and do not want campers wandering unsupervised into wooded areas for their safety.
11. During camp hours, no camper or adult is to leave the designated camp area to “wander around.” BSA, the National Capital Area Council, and the Francis Scott Key District assume certain liability/responsibilities for participant safety. By leaving the designated camp boundaries, you may forfeit liability/responsibility of the BSA should an accident occur.
12. We are fortunate to have the Thurmont Conservation and Sportsman’s Club available to host camp again this year and want to assist them in any way we can in the upkeep of the property. *Leave No Trace Principles* will be in effect. All trash must be disposed of in designated receptacles around camp. We want to leave the property better than we found it, so pick up any trash you come upon during station travels.

13. Day Camp staff and volunteers will not be held responsible for any loss or damage to personal belongings brought to or bought at camp.
14. Program Station staff are comprised of parents, Scouters, Scouts/BSA members, Venturing Crew, Explorer Post, or Sea Scout Ship volunteers. Please give them your attention and respect while at each station. Please note Den Walkers/Tiger Adult Partners are expected to assist campers with station activities, if needed.
15. At the end of the camp day attend the general closing with your Den to provide continued supervision until ALL campers within your den have been signed out by their families.

MOST IMPORTANTLY, HAVE PATIENCE! Some youth attend multiple camps during the summer, each designed to leave them exhausted and enhanced. We may also have campers with disabilities that may not be readily or visibly identifiable. Please give all campers the benefit of the doubt; listen to what they have to say at their level (take a knee) and remain calm while relaying instructions. If you or the camper needs a "Time Out" — a non-disciplinary break — from the situation, let the Station staff know so the Camp Director can be contacted. Our Camp Director or designee will arrange adequate supervision for the Den or escort for the camper to the Administration Area for this break. Days are long and hot and sometimes a short break is all that is needed to recharge.

Creating a Personal Record on the My.Scouting.Org Website

If you are new to Scouting and/or have not created an account via the My.Scouting.org website, access the site at <http://my.scouting.org> and click **Create Account**:

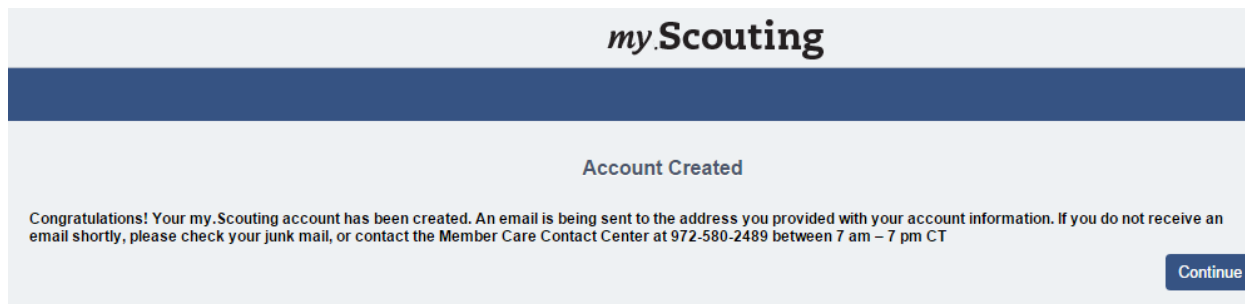


The screenshot shows the My.Scouting.org website interface. At the top, it says "my.Scouting" and "Empowering you to deliver the Scouting program." Below this is a "Sign In" section with two input fields: "User ID" and "Password". To the right of these fields are three links: "Create Account", "Forgot Password?", and "Forgot Username?". A red circle highlights the "Create Account" button, and a red arrow points to it from the left. To the right of the sign-in section is a banner that says "CHECK OUT T Your Place for". Below the sign-in section, there is a note about browser compatibility and an "IMPORTANT" notice regarding rechartering information.

Click here http://www.scouting.org/filestore/idg/Create_Account.pdf for instructions on how to create an account.

Follow the prompts through the account set-up process. **IMPORTANT:** be sure to keep a record of the username and password you create. *It is crucial you verify the e-mail address you provide is correct*, as this is where log-in and password reset information will be sent.

When you have successfully completed the process, you will see this screen:



The screenshot shows the "Account Created" confirmation screen on My.Scouting.org. The page has a dark blue header with "my.Scouting" and a dark blue bar below it. The main content area is light gray and contains the text: "Account Created" followed by "Congratulations! Your my.Scouting account has been created. An email is being sent to the address you provided with your account information. If you do not receive an email shortly, please check your junk mail, or contact the Member Care Contact Center at 972-580-2489 between 7 am – 7 pm CT". A "Continue" button is located in the bottom right corner.

Clicking the **Continue** button will take you to the My.Scouting home page, where you can elect to take the online Youth Protection Training.

Contact the Member Care team at myscouting@scouting.org, if you encounter problems accessing your account or with any online training course.

BOY SCOUTS OF AMERICA

SCOUTER CODE OF CONDUCT

On my honor, I promise to do my best to comply with this Boy Scouts of America Scouter Code of Conduct while serving in my capacity as an adult leader:

1. I have completed or will complete my registration with the Boy Scouts of America, answering all questions truthfully and honestly.
2. I will do my best to live up to the Scout Oath and Scout Law, obey all laws, and hold others in Scouting accountable to those standards. I will exercise sound judgment and demonstrate good leadership and use the Scouting program for its intended purpose consistent with the mission of the Boy Scouts of America.
3. I will make the protection of youth a personal priority. I will complete and remain current with Youth Protection training requirements. I will be familiar with and follow:
 - BSA Youth Protection policies and guidelines, including mandatory reporting: www.scouting.org/training/youth-protection/
 - The Guide to Safe Scouting: www.scouting.org/health-and-safety/gss
 - SAFE: www.scouting.org/health-and-safety/safe/
4. When transporting youth, I will obey all laws, comply with Youth Protection guidelines, and follow safe driving practices.
5. I will respect and abide by the Rules and Regulations of the Boy Scouts of America, BSA policies, and BSA-provided training, including but not limited to those relating to:
 - Unauthorized fundraising activities
 - Advocacy on social and political issues, including prohibited use of the BSA uniform and brand
 - Bullying, hazing, harassment, and unlawful discrimination of any kind
6. I will not discuss or engage in any form of sexual conduct while engaged in Scouting activities. I will refer youth with questions regarding these topics to talk to their parents or spiritual advisor.
7. I confirm that I have fully disclosed and will disclose in the future any of the following:
 - Any criminal suspicion, charges, or convictions of a crime or offense involving abuse, violence, sexual misconduct, or any misconduct involving minors or juveniles
 - Any investigation or court order involving domestic violence, child abuse, or similar matter
 - Any criminal charges or convictions for offenses involving controlled substances, driving while intoxicated, firearms, or dangerous weapons
8. I will not possess, distribute, transport, consume, or use any of the following items prohibited by law or in violation of any Scouting rules, regulations, and policies:
 - Alcoholic beverages or controlled substances, including marijuana
 - Concealed or unconcealed firearms, fireworks, or explosives
 - Pornography or materials containing words or images inconsistent with Scouting values
9. If I am taking prescription medications with the potential of impairing my functioning or judgment, I will not engage in activities that would put youth at risk, including driving or operating equipment.
10. I will take steps to prevent or report any violation of this code of conduct by others in connection with Scouting activities