



AQUA CAMP

LEADERS GUIDE

Questions? Contact us!

Program Director – Bill Bode, bodebil@gmail.com, 813-382-9262 – Aquatics Chair

Council Professional – Matthew Hall, matthew.hall@scouting.org – (813) 557-3866

Facebook Website: @AquaCamp2024



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WELCOME TO AQUA CAMP

Introduction

This Leader's Guide contains the information your unit will need to have a successful and exciting time at the 2024 AquaCamp event. Be sure to read all the information before you register your unit for this event. Schedules, available merit badge/activity sessions, meal plans, and other details listed in this guide are subject to change.

This event depends on the support of volunteers, including adults from your unit. In addition to program support, we also expect all adults to maintain awareness of youth behavior and to maintain safety and discipline at all times.

Location and Dates

Flaming Arrow Scout Reservation, 1201 Boy Scout Camp Rd, Lake Wales, FL 33898.

Camp Dates: September 27–29, 2024.

Check-in begins at 4:30 pm on Friday. Friday night program begins at 7:00 pm. Departure will be by 1:00 pm on Sunday.

Storm Makeup Dates: If severe weather is forecast, event organizers reserve the right to reschedule the event for the weekend of **October 4–6, 2024**

Theme

AquaCamp! This event is an aquatics-focused merit badge and activity award weekend, although land-based merit badges and activities will also be offered.

Fees

The basic registration fee is \$50 per youth participant and \$25 per adult. The fee includes meals and one event patch. For youth participants, it also includes all merit badge/activity sessions. A few activities may have additional fees, which will be shown on the registration page.

Staff members pay a fee of \$20 each. This includes meals and a patch. To apply to be on staff, please contact a leader on the cover page for instructions. Staff members will have separate accommodations and will be expected to arrive earlier and stay later than participants.

Event T-shirts (Optional)

The basic registration fee is \$50 per youth participant and \$25 per adult. The fee includes meals and one event patch. For youth participants, it also includes all merit badge/activity sessions. A few activities may have additional fees, which will be shown on the registration page.

Staff members pay a fee of \$20 each. This includes meals and a patch. To apply to be on staff, please contact a leader on the cover page for instructions. Staff members will have separate accommodations and will be expected to arrive earlier and stay later than participants.



Event Patches

One participant patch is included with your fee. Additional patches may be pre-ordered when you register for \$3.00 each. No additional patches will be available on-site.

Registration

Participant registration is only available ONLINE. Participants may register by unit or individually. Individual registrants will still be assigned camping spots by unit. Youth will select their desired merit badge/activity sessions at the time of registration, subject to availability. Staff & merit badge counselors will need to contact the leaders on the cover page to register.

Early Registration for Staff & Merit Badge Counselors ONLY	Online Registration OPENS	Online Registration CLOSES (w/T-Shirt orders)	Late Registration* CLOSES w/o T-Shirt orders
Open	Open	August 29, 2024	September 10, 2024

Late*/On-Site Registration

Late registration will be available for an extra \$5 per registrant after regular registration closes. Late staff registrants are exempt from the extra fee. Late registrants will not be able to order T-shirts.

There will be no on-site registration. All participants must be registered in advance of the registration deadline. If you have a Scout who is registered but unable to attend, you can exchange their position with another Scout from your unit. Class assignments will not be changed.

Greater Tampa Bay Area Council Refund Policy

See the policy here: tampabayscouting.org/about/refund-and-late-fee-policies

Leadership Requirements

Two-deep leadership is required for each unit. Please coordinate with other units in your district if you need additional leadership to meet this requirement. One solution is to camp with another unit.

Senior Patrol Leaders are responsible for their respective troops.

Friday Check-In

On Friday night, units will park in the Flaming Arrow parking area. Each Unit Coordinator, Senior Patrol Leader (SPL), and his/her Scout buddy will meet with event staff for check-in at Saunders Hall. The Unit Coordinator will be given any pre-ordered t-shirts at this time. The SPL will receive a packet with all materials for the weekend.

At check-in, the unit should provide the following information discussed elsewhere in this guide (1) medical forms Parts A&B for all leaders, scouts and staff; and (3) unit swim classification record for all scouts participating in Aquatics merit badges and awards. Units should also provide an updated unit roster identifying any registrants who will not be attending and if applicable, scouts who will take their place.

Vehicle Use & Parking Policy

On Friday night and Sunday afternoon, personal vehicles may be used to move gear to and from your unit's campsite efficiently. However, once the event program has begun, **no personal vehicles can be in the camping area**. Troop trailers may be left along the road adjacent to your campsite, but tow vehicles must be removed.

Acceptable tow vehicles will need to have a high-ground clearance. **All personal vehicles must be in the parking area no later than 10:00 pm on Friday and remain there until 1030 am on Sunday**. If you have mobility issues, please notify the registrar in Saunders Hall when you arrive for arrangements.

During load-in and load-out, **you must operate your vehicle with the driver's side window open, radio off, emergency blinkers on, and observe the posted camp speed limit**. Anyone failing to operate their vehicle in this manner will not be permitted to stay in camp and will not receive a refund.

Friday Night Program – Arrival at Camp

Arriving on time for Friday night's program is critical to the success of the weekend's aquatic merit badge programs. Safety Afloat and Safe Swim Defense will be covered for all youth participants, leaders, and adults, as this is a core requirement of all aquatic activities. The program will start promptly at 7 pm on Friday.

If you cannot make the Friday night program, you must provide written proof of completion of Safety Afloat and Safe Swim Defense. Any Scout who doesn't attend the Friday night program and doesn't have proof of completing these requirements will not be allowed in the water and will be moved into land-based merit badges. No refunds will be offered if this occurs. Adults must also have proof of training so that they can assist on the waterfront as lookouts.

Campsites, Adirondacks, and Tents

Campsites will be allocated based on the preregistered numbers you submit. Smaller units will be placed together in camp sites. Standard sites will NOT have tents or cots. Units will need to bring their own equipment as most sites will not have tents.

Site assignments will not be provided until arrival – all units and provisional scouts should bring their own tents.

Units sharing sites are expected to be courteous in sharing common areas such as pavilions and tables.



Swim Tests

The swim classification of individuals participating in a Boy Scouts of America activity is a key element in both Safe Swim Defense and Safety Afloat. All persons participating in BSA aquatics activities are classified according to swimming ability. The classification test procedures have been developed and structured to demonstrate a skill level consistent with the circumstances in which the individual will be in the water.

To provide a more streamlined event, each unit is required to perform swim tests in advance, using the attached **Unit Swim Classification Record**. These tests **MUST** be administered according to the Guide to Safe Scouting and Aquatics Supervision manual. Scouts may use their swim checks from summer camp if they have their buddy tags; however, all scouts must be included in the Unit Swim Classification Record.

In the event that you have a Scout who has not completed a swim test prior to arrival, we will do our best to administer a swim test to that Scout. However, if scheduling does not permit this, we may need to move that Scout into a land-based merit badge class*.

No refunds will be offered if this occurs.*

Behavior

Scouts and adults are expected to conduct themselves in accordance with the Scout Oath and Scout Law at all times and to follow all policies of the Boy Scouts of America, including the Guide to Safe Scouting and Youth Protection Policies.

Medical & Photo Release Forms

All registrants (leaders, scouts and staff) must submit properly completed Parts A and B of the BSA Annual Health and Medical Record Form signed by the participant and parent(s) or legal guardian(s). This form can be found on National's website:

www.scouting.org/filestore/healthsafety/pdf/680-001_AB.pdf.

No Scout will be allowed to participate in this event without a properly signed permission photo release form. Occasionally we may use pictures from an event to promote Scouting. We need your permission to do so. The photo release consent is located within Part A of the BSA Annual Health and Medical Record Form.

First Aid

Medical emergencies should be directed to the Health Lodge during the event. The location of the Health Lodge will be announced during Friday night's meeting. After hours, contact one of the camp directors or staffers. Minor first aid should be handled at your campsites if you have supplies.



Security

Please ensure all vehicles are locked and secured. All valuables should be stored in a locked and secured container, preferably inside a vehicle. Greater Tampa Bay Area Council and event staff will not be liable for stolen or missing items.

Emergencies

See: <https://tampabayscouting.org/council-emergency-procedures>

**In case of emergency - call 911
Then contact Ranger Mason Knowlton at 863-632-0389**

Emergency Procedures



Incident Reporting



Trash

All units should follow Leave No Trace principles, including the proper removal of all trash at the end of the event. All trash is to be properly bagged and placed in trash receptacles or hauled out. Bring your own garbage bags. We ask that you remind your Scouts to use good judgment.

Environmental Impact

No digging of any kind will be allowed in the camping area. Guy ropes and small stakes are acceptable. No ground fires of any kind will be allowed!

Saturday Night Program

We will have a campfire or similar program on Saturday. Details will be announced at the event. Scouts may wish to bring portable chairs for the campfire as other seating will not be available.

Insurance

Accident insurance coverage is included in your registration fee. All hospital or medical charges incurred are the primary responsibility of the individual.

Scouts Own

A Scout is Reverent. All Scouts and leaders are encouraged to participate in our Scout's Own service on Sunday morning. Please wear your field uniform.

Uniform

There are two uniforms for this event.

Field Uniform



The BSA Field uniform consists of a BSA uniform shirt, BSA Pants/Shorts, BSA belt, BSA socks, and closed-toe shoes.

It should be worn:

- While in transit to and from camp for the event
- For the duration of the Friday night program
- At Saturday dinner meals
- At the Scout's Own service

Activity Uniform (Aquatics Style!)



The Activity uniform for this event for scouts participating in Aquatics programs consists of a rashguard/swimming shirt (UV-protective preferred) or Scouting t-shirt, swim trunks, and closed-toe shoes. It should be worn at all times that the Field Uniform is not required. It is highly recommended that a full-brim hat, sunglasses, and sunblock also be worn during the day. For Scouts taking canoeing, kayaking, or other boating activities, the shoes should be shoes that can (and will) get wet.

Scouts participating solely in land-based activities may wear a traditional activity uniform consisting of a Scouting T-shirt, shorts, and closed-toe shoes with socks.

Closed-toe shoes are a requirement any time Scouts are moving from across program areas.

Event Schedule

Friday

Start	End	Program	Location
5 pm	7 pm	Participants arrive, register, set-up camp	Saunders
7 pm	9 pm	Safety Afloat, Safe Swim Defense followed by a Cracker Barrel	Wood Hall & Jenkins
9 pm	10 pm	Cracker Barrel	Wood Hall

Saturday

Start	End	Program	Location
7:15 am	8:00 am	Breakfast (1st Shift)	Wood Hall
8:00 am	8:45 am	Breakfast (2nd Shift)	Wood Hall
9:00 am	1:00 pm	Morning Merit Badges	Various
1:00 pm	1:45 pm	Lunch	Sites & Wood Hall
2:00 pm	6:00 pm	Afternoon Merit Badges	Various
6:15 pm	7:00 pm	Dinner (1st Shift)	Wood Hall
7:00 pm	7:45 pm	Dinner (2nd Shift)	Wood Hall
8:00 pm	10:00 pm	Campfire	Council Ring

Sunday

Start	End	Program	Location
7:15 am	7:45 am	Breakfast (1st shift)	Wood Hall
8:00 am	8:30 am	Breakfast (2nd Shift)	Wood Hall
8:00 am	8:30 am	Scouts Own (attend 1st shift breakfast)	TBD
8:30 am	10:00 am	Checkout	Sites and Saunders

Merit Badge Class Schedule

This schedule is subject to change without notice. Class sizes as are listed below

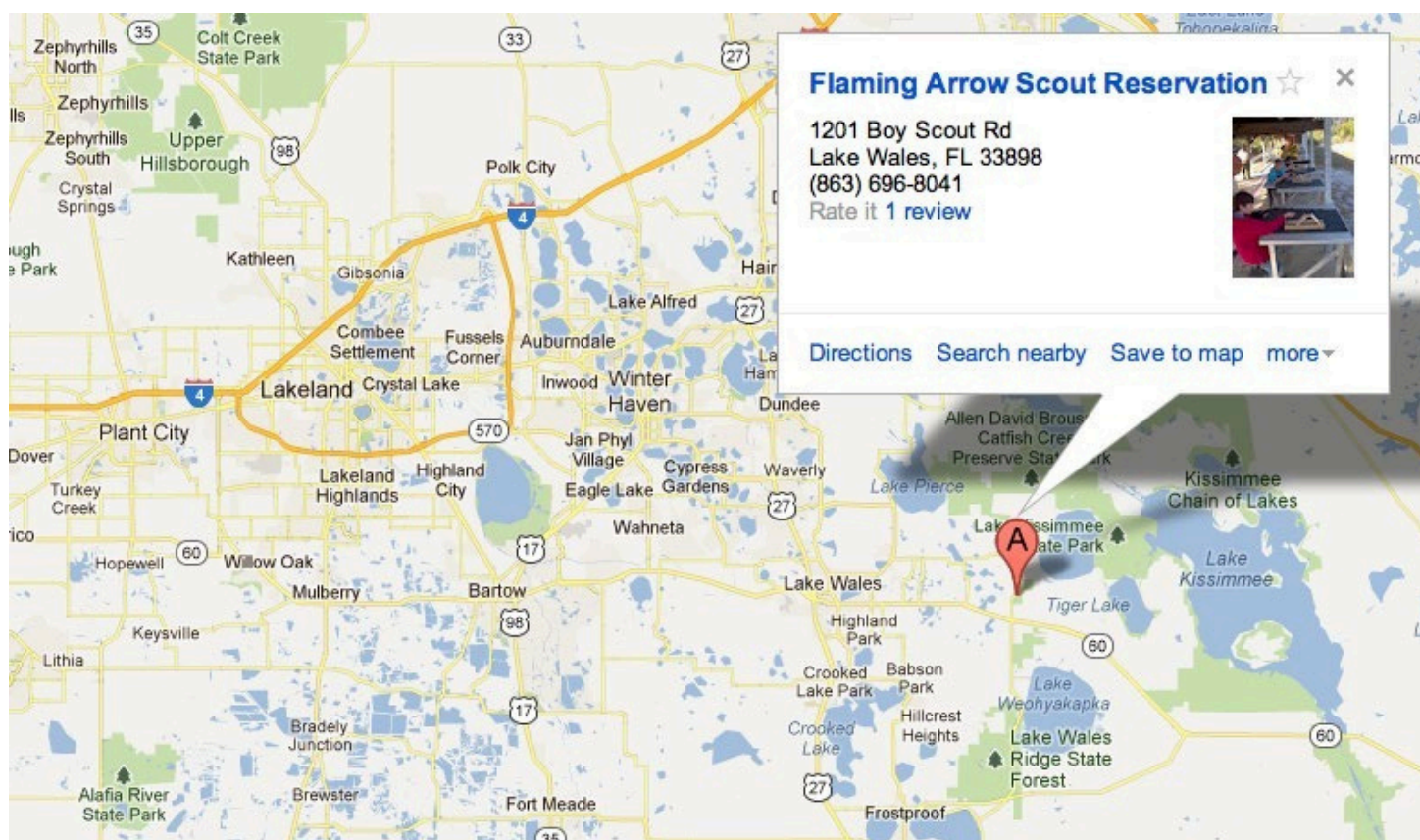
		Saturday	
Program		9 AM – 1 Pm	2 PM - 6 PM
A Q U A T I C S	Canoeing*	40	
	Kayaking*	20	
	Lifesaving*	30	
	Swimming*	50	
	Motorboating*	12	12
	Rowing*	12	12
	Snorkeling BSA*	40	40
	Water-Sports*	8	
	Small Boat Sailing*	12	
	Paddle Boarding BSA*	6	6
	Fishing	20	20
	Emergency Preparedness*	20	20
	First Aid*	20	20
	Citizenship in Nation	20	20
	Citizenship in World	20	20
	Citizenship in Society	20	20
	Advanced First Aid	25	25



Flaming Arrow Scout Reservation
1201 Boy Scout Road Lake Wales, FL 33898

Google Maps: <http://g.co/maps/8y737>

Bing Maps: <http://binged.it/IX0QBZ>



Map of Flaming Arrow

FLAMING ARROW SCOUT RESERVATION

1201 Boy Scout Road Lake Wales, FL 33898
Not to Scale



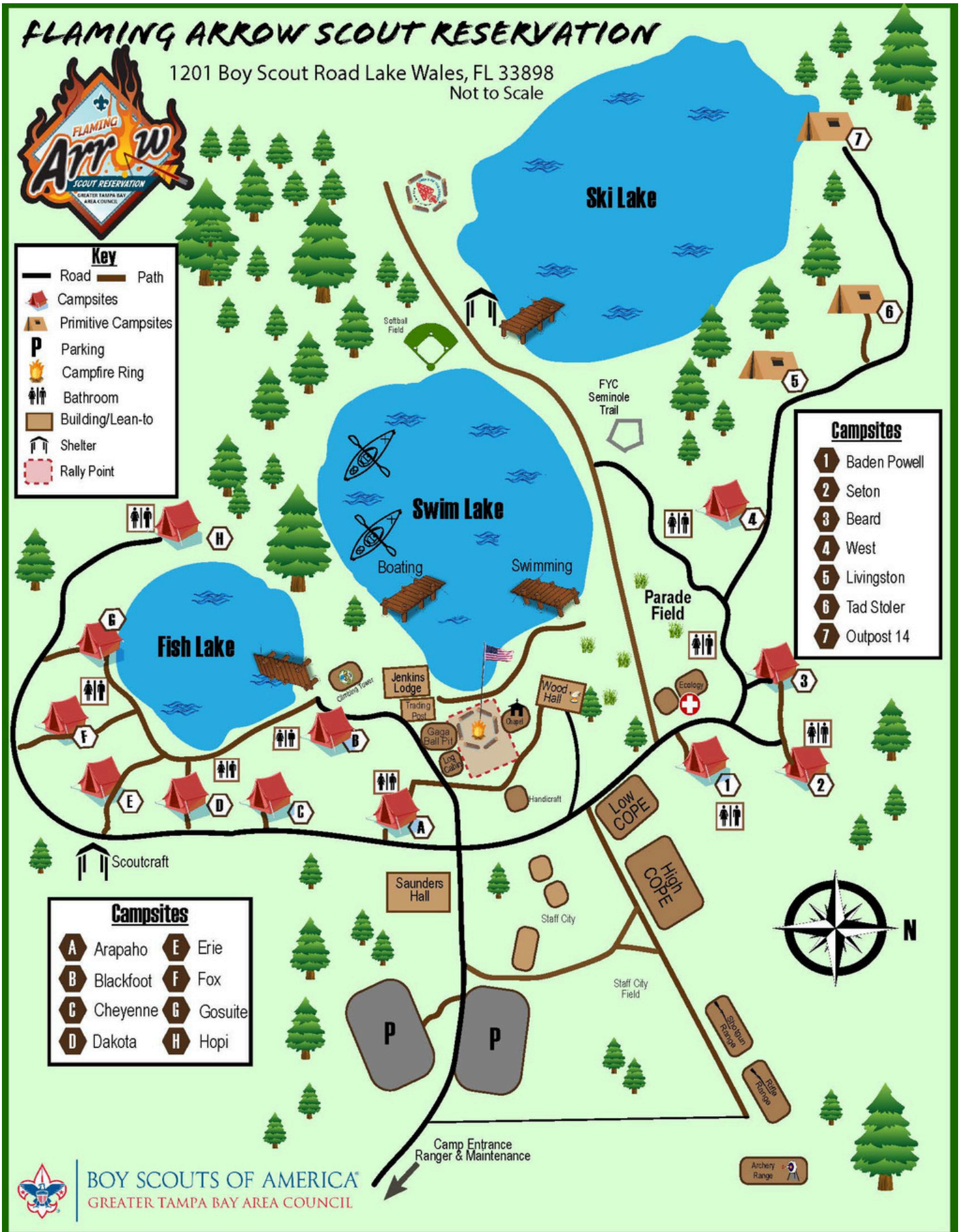
Key	
	Road
	Path
	Campsites
	Primitive Campsites
	Parking
	Campfire Ring
	Bathroom
	Building/Lean-to
	Shelter
	Rally Point

Campsites

- 1 Baden Powell
- 2 Seton
- 3 Beard
- 4 West
- 5 Livingston
- 6 Tad Stoler
- 7 Outpost 14

Campsites

- | | |
|-------------|-----------|
| A Arapaho | E Erie |
| B Blackfoot | F Fox |
| C Cheyenne | G Gosuite |
| D Dakota | H Hopi |



BOY SCOUTS OF AMERICA
GREATER TAMPA BAY AREA COUNCIL

Unit Swim Classification Record

This is the individual's swim classification as of this date. Any change in status after this date would require a reclassification test by the event directors. Swim tests should be given every year at the beginning of the swim season. Refer to the Guide to Safe Scouting for test administration. Visit www.scouting.org/filestore/Outdoor%20Program/Aquatics/pdf/430-122.pdf for the procedure, and who is qualified to conduct the test.

Special Note: When swim tests are conducted before the event, the event directors reserve the authority to review or retest all participants at all times to ensure that standards are being maintained. (Please copy and bring completed form to event.)

	Classification		
Full Name (Please Print)	Non-Swimmer	Beginner	Swimmer
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Swim Test Administered By:

Print Name _____ Signature _____

Certification _____ Expiration _____

Merit Badge Pre/Postrequisites

This section details what requirements must be completed in advance in order for the Scout to earn the listed merit badge. For Aquatics merit badges and activity awards, Safe Swim Defense requirements, Safety Afloat requirements, and basic weather hazard considerations will be covered at the Friday night program. If you cannot attend the Friday night program, you must provide written proof of having completed these requirements. Prior successful completion of the BSA Swimmer test is also a prerequisite for all Aquatics merit badges and activity awards. Each Scout must be familiar with the corresponding merit badge booklet prior to attending. Scouts are not guaranteed completion of any badge. Eagle-required badges often have requirements that must be completed at the unit level after the class. Where possible the classroom instruction will provide instruction for help complete them at the unit level.

Canoeing

Study requirements 1, 3-6 and be prepared to discuss in class.

Kayaking

Study requirements 1, 3, 4, & 5 and be prepared to discuss in class.

Lifesaving

Must have previously earned the Swimming merit badge (requirement 2.a).

Motorboating

Each Scout must be at least 13 years of age.

Rowing

Study requirements 1 & 3 and be prepared to discuss in class.

Small Boat Sailing

Study requirements 1 & 4 and be prepared to discuss or complete in class. Scouts should learn the knots covered in Requirement 7 in advance and be prepared to demonstrate and complete after regular class session (either Saturday evening or Sunday morning) as there is inadequate time to cover these in class. Small boat sailing is a challenging class and scouts will receive a partial if pre-requirements are not adequately prepared or if scouts are not able to meet the on-water requirements.

Swimming

Study requirement 1.b and be prepared to discuss in class.

Water-Sports

Each Scout must have water skied or wake-boarded before and be able to stand freely. Study requirements 1 & 2 and be prepared to discuss in class.

Snorkeling BSA

Each Scout must be familiar with the BSA Snorkeling Safety Pamphlet. Each Scout must bring his or her own mask, snorkel and fins.

BSA Stand Up Paddleboarding

Each Scout must be familiar with the BSA Stand Up Paddleboarding Pamphlet

Emergency Preparation

Emergency Prep instruction will not cover the following requirements during Aqua Camp class time: 1, 2(c), 8b, 9a

- 1 – Scouts may bring proof of earning First Aid merit badge.
- 2(c). Must be completed at home with family after class.
- 8(b). Individual scout emergency service pack and family emergency kits should be compiled at home after class using counselor provided checklists.
- 9(a). Scouts will go home with a counselor approved checklist to conduct a home inspection after learning all course material.

******To complete the above requirements, scouts will be provided with counselor contact information for follow up after camp. 2-deep leadership will be maintained for all scout-counselor communications.******

- 6. This requirement will be met during class; however, scouts must research this information in advance and be prepared to discuss/explain as indicated below:
 - (a.1) Describe the National Incident Management System (NIMS).
 - (a.2) Describe the Incident and the Incident Command System (ICS).
 - (b) Identify the local government or community agencies that normally handle and prepare for emergency services similar to those of the NIMS or ICS.
 - (b.1) Explain to your counselor how the NIMS/ICS can assist a Boy Scout troop when responding in a disaster.
 - (c) Find out who is your community's emergency management director and learn what this person does to prevent, protect, mitigate, respond to, and recover from emergency situations in your community.

First Aid

For requirement 5(a), Scouts must bring a personal or home first aid kit. Requirement 5(b) to be completed at troop level after the class.

Policies for Events at Council Properties

- Follow the Scout Oath and Law
- Youth Protection guidelines must be followed by everyone at all times
- Clothing should be appropriate.
- No explicit or suggestive logos or printing. No suggestive cutouts or rips. Scout "Activity Uniform" is always best
- Scouts Camps are Private Camps: The ranger has the right to stop any activity and remove anyone from camp.
- No Firearms Allowed: Outside firearms and bows are prohibited unless law enforcement is. No concealed firearms are allowed on camp.
- No fireworks: If found you will be asked to leave camp immediately.
- No Alcohol or Illegal Drugs: If Alcohol or illegal drugs are found. Those parties will be asked to leave and the authorities may be notified.
- Tobacco use in designated areas only and out of sight of youth
- No Pets Allowed, Except Service Animals: "Service Animal" means any ADA-recognized animal that is individually trained to do work or perform tasks for an individual with a disability. Pets providing emotional support, well-being, or comfort companionship are not recognized service animals under ADA regulations. Misrepresenting an animal as a service animal is a violation of the Florida State Statute.
- No Personal Vehicles on Camp: Personal golf carts, Utility Vehicles, and ATVs are prohibited on camp property unless authorized in advance.

Camper Safety Plan

If For the complete Camper Safety Plan, please download the Council Emergency Action Plan for the camp and look at appendix c. <https://tampabayscouting.org/council-emergency-procedures>.

Event Entry Procedures

Each event will have a designated registration area. Units should plan on arriving at one time as a single group to the event to facilitate registration and collection of required documents. Participants will be issued wrist bands that must be worn for the duration of your stay. If participants are arriving over time, a unit leader must remain at the entrance to check in participants as they arrive. Late arrivals will contact their unit leader to meet them at the event entrance. Event volunteers are NOT responsible for waiting at check in for an extended group arrival

Health Forms Staff

Current BSA Annual Health Forms are required for all participants at council events. Depending upon the event, these may be collected by the health officer or left in the care of the unit leadership. You may be asked to show the health forms at check-in.

Leaving Camp

Any Scout or leader who leaves the camp property must check out with the Camp Director. If a Scout is planning to leave camp, a "Permission to Leave Camp Form" (available by request) must be on file in the camp office. Scouts will only be released to adults listed on the form.

In case of Emergency

If it is life threatening, call 911 immediately. Then Immediately after go or get someone to call health officer, camp director or ranger so they can guide EMS. If not life threatening, call the health officer or camp director to handle the situation.

Incident Reporting

To report the incidents, there are QR codes located throughout the camp. Here is the QR code below. If the incident occurs at a camp, please contact the scouting professional or ranger. They have forms which get more information and will get your incident processed faster.



Emergency Procedures

In case of an emergency, you will hear the siren go off in camp.

- Long Siren Blast – report to the main flag pole
- Three Short Blasts (repeated) – Shelter in place

For a complete set of emergency procedures, please scan this QR code ->



Severe Weather

In case of severe weather, the closest severe weather location is listed at each campsite pavilion and program area. Proceed to those areas if it is safe to do so.

Buddy System

The buddy system is simply a pairing of Scouts that go to places together. The buddy system should be used at all times during camp. Everywhere the Scouts go they should be with their buddy, and an adult leader. No Scout should be seen alone in camp. Buddy groups should consist of two scouts of the same gender for YPT. As outlined in NCAP Standard HS-511 and the Guide to Safe Scouting.

Youth Protection

The safety of our Scouts is the responsibility of everyone at camp. So please help us watch for the following barriers to abuse:

- 2-deep leadership – there are always 2 leaders present for the camp
- No one on one contact – adults should not be taking single youth aside unless they are their children
- Buddy System – Youth are to be always with same gender buddies within 2 years of age. Adults are encouraged to use the buddy system as well.
- Watch for intruders – everyone in camp should have a wristband.
- If you see something not right, contact the camp director or ranger immediately.

Meal Plan / Dietary Restrictions

The Greater Tampa Bay Area Council recognizes that there are many potential dietary restrictions as well as common diets (e.g., low-calorie and low-carbohydrate) and common food allergies (e.g., to gluten, citrus fruit, dairy, eggs, fish, nuts/peanuts, and shellfish). Individuals will need to consider this and avoid such items in their choices in the dining hall. In addition, remember that the Food Team cannot feasibly plan for all specific dietary needs of all persons attending the event. Therefore, all special dietary needs must be indicated at the time of registration. Depending upon the special food requirements they may be asked to make their own arrangements to meet those needs by bringing their own food – just as they would bring their own medications. Any dietary requests made within 2 weeks of the event will not be able to be honored.

Safety Compliance

Council event attendees, participants and staff, are required to comply with the Council's current safety protocols. Failure to do so will result in removal from Council properties and/or events and forfeiture of registration fees.

INDIVIDUAL CHECKLIST

Your scout has spoken with their Scoutmaster about merit badges they wish to take.

You have completed medical forms A, B and C in their entirety available here:

<https://www.scouting.org/health-and-safety/ahmr/>

Your scout has completed any prerequisites required for the merit badges they will be taking.

This will ensure they're completing those merit badges.

Make sure your Scout has all of the appropriate equipment needed for Express Camp.

All clothing should be appropriate for camp. No inappropriate graphics or print. Closed-toe shoes required at all times in camp. No flip flops, slides, or sandals.

- Scout uniform*
- 5-7 pairs of socks
- Sweater
- Jacket
- Raincoat/poncho
- Extra underwear
- T-shirts
- Long-sleeved shirt
- Jeans/long pants
- Two pair of closed toe shoes
- Hat
- Bath towel/washcloth
- Toothbrush/toothpaste
- Personal Hygiene supplies
- Comb/brush
- Sleeping bag/bedroll
- Air mattress or sleeping pad
- Pillow
- Insect repellent
- Water bottle
- Sunscreen
- Portable Camp Chair for classes
- Medical form completed/signed
- Chosen merit badge books
- Individual program needs
- Scout handbook

*Scouts and leaders are expected to wear full Field Uniforms (khaki button down shirt, green shorts/pants) at all evening flag ceremonies and evening meals. Full uniform includes: official shirt, shorts, socks, and belt.

Each Scout needs to take care of and safeguard their personal property. **ALL CLOTHING AND PERSONAL ITEMS SHOULD BE MARKED WITH THE SCOUTS NAME.**

Electronic devices- smartphones and tablets are welcome at camp. There are a lot of valuable uses for them. They need to be used appropriately, at the appropriate time. Camp is not responsible for any damage or loss.

MEDICAL DESCRIPTION FORM



We are asking all campers who will be taking any kind of medication while at camp (prescription or nonprescription) to complete a Medication Description Form. This form is at the bottom of (Part A) of the Annual BSA Health and Medical Record. Please enclose all medications (enough for the time your Scout is at camp) in a sealed bag and send this with your Scout's Scoutmaster to camp. Please note, all prescription medications must be in a pharmacy labeled container with your child's name or their over the counter packaging.

TO ATTEND Aqua CAMP ALL YOUTH AND ADULTS ARE REQUIRED TO HAVE A CURRENT ANNUAL BSA HEALTH AND MEDICAL RECORD (PARTS A, B and C) COMPLETELY FILLED OUT. Please notice the signature line at the bottom of the page on (Part A) of the Annual BSA Health and Medical Record.