

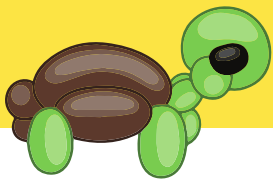


CUB SCOUT DAY CAMP



**PACK LEADER & PARENT GUIDEBOOK  
&  
EMERGENCY PROCEDURES**

**NATIVE TRAILS DISTRICT  
BUFFALO TRACE COUNCIL, BOY SCOUTS OF AMERICA**



## EMERGENCY NUMBERS

FIRE: 911

POLICE: 911

ST. VINCENT HOSPITAL: 812-485-4000

EYKAMP SCOUT CENTER: 812-423-5246

## CAMP RULES AND REGULATIONS

The principles of the Scout Oath and Law are the guiding principles of Buffalo Trace Council. Cub Scout Day Camp operates under and follows all policies set by the National Health & Safety Committee (BSA) and Indiana statutes concerning youth camps. The following rules have been established for the health, safety, and protection of all scouts and leaders attending camp:

### FIRST AID:

A first aid area staff by a certified medical professional will be on property through out camp. An Accident Insurance Policy for any accident that might occur at camp covers all campers, registered leaders, and staff.

### MEDICATION:

The camp medical officer **MUST** have full knowledge of ALL medications in camp this includes prescription and non-prescription medications. All medications with the exception of inhalers, epi-pens, and other medications for life-threatening conditions must be turned in to the Health Officer.

### CELL PHONE USAGE:

For the respect and atmosphere of the camping environment, calls may be made during lunchtime if necessary. Please place your phone on "silent mode" during the camp session.

### VISITORS AND STRANGERS:

Day Camp is held at a public location. While almost all of the people at this location are likely to be involved with Day Camp, Staff and Walkers are encouraged to be aware of the environment and to report any suspicious person or activity observed to the Camp Director. In a youth camp environment, it is always better to err on the side of caution. All parents, leaders, walkers, and other Day Camp visitors must check in with the Camp Director to receive a wrist band.

### BUDDY SYSTEM:

Day Camp runs on the Buddy System. At the beginning of each day, before the pack moves to their first program station, the Walkers must ensure that every Cub Scout is paired with a buddy (or two if there is an odd number of Scouts.) Each Cub Scout should know where his/her buddy is at all times and should not leave his/her buddy for any reason. This includes traveling to the restroom, lunchtime, and traveling between program stations. Walkers and staff should immediately question any Cub Scout found by himself/herself to ask where his/her buddy is and stay with them until the buddy is found.



#### EARLY CHECK OUT:

Any parent or guardian who needs to pick up their Cub Scout early from camp must check in at the administration area. They will then be directed to the program station where their Scout is currently located. Walkers may contact the Camp Director for confirmation if they are unsure of the validity of any adult picking up a Scout. All Scouts that leave camp or arrive at camp after initial check in must check in with the Camp Director.

#### END OF DAY PICK UP:

Each Pack must have a Walker stay until all of their Scouts have been picked up. Do not leave your Cub Scouts under the supervision of a Walker from another Pack. If a Scout has not been picked up by 4:00PM, the Walker should notify the Camp Director so parents or guardians can be contacted.

#### PROHIBITED ITEMS AND ACTIVITIES:

- No youth is allowed to wander on their own. Scouts should always stay with their buddy.
- No youth may leave camp during the day with out permission from the Camp Director and without signing out.
- The use of foul, profane, or abusive language by youth or adults will not be tolerated.
- Use of tobacco products and e-cigarettes are prohibited in front of youth at any time and prohibited within camp limits. Adults who wish to smoke must do so away from the program area and out of sight or youth campers and youth staff.
- No alcohol or controlled substances are allowed. The use of these will result in expulsion from camp and may result in legal consequences.
- No knives, axes, hatchets, guns, ammunition, bows or arrows should be brought to camp. All shooting sports equipment will be provided by the Council.
- No open flames, matches, fire starters, or fireworks may be brought to camp.
- Vehicles may only park in the designated parking area. No vehicles should be in the camp area unless approved by the Camp Director.

#### SOCIAL MEDIA:

We want to see how much fun you and your Scouts are having at Day Camp!



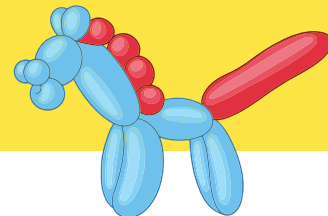
Tag @BuffaloTraceCouncil



Tag @Buffalo\_Trace\_Council



Tag @BTC\_BSA



## EMERGENCY PROCEDURES

All camp emergencies will be handled under the supervision of the Camp Director. Emergency situations must be reported IMMEDIATELY. In the interest of safety and in handling emergencies quickly and decisively, everyone must cooperate fully and without question. All scouts, adults, and leaders must be familiar with the following procedures for any emergency that might occur.

### **ALL INJURIES (NO MATTER HOW MINOR) MUST BE REPORTED TO THE HEALTH OFFICER AND MUST BE LOGGED**

#### LOST SCOUT: 10-15 SECOND BLAST OF HORN

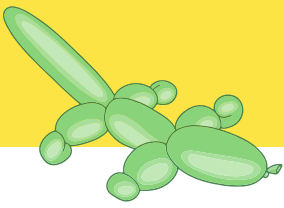
First, search the program area thoroughly - in latrine, and immediate vicinity of the area. Check to see if the scout's gear is with his Den's gear. Then the Camp Den Leader goes to the Camp Director to report the "missing" Scout. Be prepared to describe the Scout, include clothing they were wearing and when they were last seen. It helps to know where the Scout was last seen and where they might have gone or wanted to go. The Camp Director will then organize a search party of available staff and check all likely places. If the search does not turn up the lost Scout. The Camp Director will then sound the horn. All Staff, Campers, and Leaders will then come to the flagpoles. All Program Areas will close. The Camp Den Leader from each Den will take roll call and report to the Program Director, who will then report to the Camp Director. The Camp Director will assemble the entire staff to organize a thorough search of the property. If the search has not turned up the lost Scout, the Camp Director will then notify the Sheriff, and the Scout Executive.

#### FIRE: SHORT BURST OF HORN, 10 SECONDS

All fires must be reported. Small fires can be put out under supervision while being reported. Out-of-control fires must be reported immediately to the Camp Office. The horn will be sounded, and the Camp Director will phone the Evansville Fire Department and the Scout Executive. All Staff, Scouts, and Leaders will report to the flag poles. The Camp Den Leader from each Den will take roll call and report to the Program Director, who will then report to the Camp Director. The Camp Director will assemble the entire Staff to organize a support system for the Fire Department.

#### SEVERE STORM: 5 SECOND HORN, 5 SECOND SILENCE, REPEAT

Should severe storms occur during the operation of program, the Camp Director will decide what program areas to close. The Camp Director will then notify the Program Director to close specific areas. If a program area is completely closed, the Staff is to direct the Scouts to the Eykamp Scout Center. During a storm where lightning is spotted, anyone spotting lightning will report to the Camp Office. If lightning is spotted, all program areas are to come to a halt immediately. They will remain closed until no lightning has been spotted for at least 30 minutes and the Camp Director has made sure that the weather is appropriate enough to continue program. Dens wishing to leave during the time MUST check out at the Camp Office before departing camp.



## DISCIPLINE AT DAY CAMP

- BE FAIR. Don't permit one Scout to get away with something that you would discipline another Scout for doing.
- BE CONSISTENT. Don't be a rigid disciplinarian one day and let everything go for the next. Youth need to know where they stand and what to expect every day.
- TREAT EACH SCOUT AS AN INDIVIDUAL. Get to know him/her. Find out why they behave the way they do.
- DO NOT WARN OR THREATEN. Take action quickly and in matter-of-fact way. Don't yell at them.
- YOUTH ARE TESTERS. They will test you to see how far they can go. Each time you retreat, they will advance another step. Set limits and stick to them.

## HOW DO I KEEP CONTROL?

- DON'T TRY TO "OUT SHOUT" SCOUTS,
- Stand where the Scouts can see you and raise your arm in the Cub Scout sign. Teach the Scouts, "When the hand goes up, the mouth goes shut."
- Alternate sitting, doing, being quiet, and being less quiet. Give the Scouts a chance to let off steam.
- Be prepared with alternative activities such as songs, applause, stunts, quick games, etc.
- Don't smother the Cub Scout. Maintain balance. Give them room to move.
- Develop a "Day Camp Den Code of Conduct" for the week. Write down and remind the Scouts throughout the week. Stick to the plan!

## WHAT SHOULD MY SCOUT BRING?

- Water Bottle
- Hat/sunglasses
- Sunscreen
- Bug spray
- Sack Lunch
- A towel- your Scout may get wet during some activities. (The Evansville Fire Department will bring out their fire truck on Friday.)
- Positive Attitude!

\*\*\*BE SURE TO LABEL ALL ITEMS WITH THE SCOUT'S NAME AND PACK NUMBER\*\*\*

# UNDER THE BIG TOP

THIS SHEET IS PROVIDED AS A GUIDE TO HELP LEADERS PLAN THEIR PROGRAM AND PREPARE FOR DAY CAMP. REQUIREMENTS WILL BE COVERED DEPENDING ON TIME, WEATHER, LEADER/PARENT ASSISTANCE AT STATIONS, AND PARTICIPANT COOPERATION. IT IS THE DUTY OF THE UNIT LEADER TO DETERMINE IF THE REQUIREMENT HAS BEEN MET AND TO FOLLOW UP WITH THE YOUTH THAT NEED ADDITIONAL HELP AFTER CAMP.

DEN	ADVENTURE	REQUIREMENTS COVERED
TIGER	GAMES TIGERS PLAY	#1.-A. Play two initiative or team-building games with the members of your den. #1.- B. Listen carefully to your leader while the rules are being explained, and follow directions when playing.
	TEAM TIGER	#4. With your den or family, participate as a team in a service project that helps our country or your community.
	TIGER CIRCLES: DUTY TO GOD	#4. Help with a local service project and talk with your den or family about how helping others is part of our duty to God.
	TIGERS IN THE WILD	#7. Visit a nature center, zoo, or another outside place with your family or den. Learn more about two animals, and write down two interesting things about them in your Tiger handbook.

DEN	ADVENTURE	REQUIREMENTS COVERED
WOLF	CALL OF THE WILD	#1.-C. Attend one of the following: DAY CAMP
	COUNCIL FIRE: DUTY TO COUNTRY	#2. Participate in a community service project with your pack, den, or family. #3. With your parent or guardian's permission, talk to a military veteran, law enforcement officer, member of the fire department, or someone else approved by your Den Leader. Talk about his or her service to the community or country. After you have visited with the individual, write a short thank-you note.
	RUNNING WITH THE PACK	#4. Play a sport or game with your den or family, and show good sportsmanship.

DEN	ADVENTURE	REQUIREMENTS COVERED
BEAR	BEAR NECESSITIES	#1.-A. While working on your Bear badge, attend one of the following: C. Day Camp
	PAWS FOR ACTION (DUTY TO COUNTRY)	#3. A. With your school or den, visit a local sheriff's office, police station, or fire department OR talk with a fire safety officer or law enforcement officer visiting your school or den. Find out what skills the officers use to do their jobs. Ask questions that will help you learn how to stay safe.
	CRITTER CARE	#3. A. Visit with a local veterinarian or an animal shelter caretaker. Find out what types of animals he or she might see on a regular basis and the types of care he or she gives to them.
	GRIN AND BEAR IT	#1.Play a challenge game or initiative game with the members of your den. Take part in a reflection after the game.

DEN	ADVENTURE	REQUIREMENTS COVERED
WEBELOS	FIRST RESPONDER	#8. Visit with a first responder or health care professional.
	STRONGER, FASTER, HIGHER	#4. Try a new sport that you have never tried before
	INTO THE WILD	#9.- A. Visit a museum of natural history, a nature center, or a zoo with your family, Webelos den, or pack. Tell what you saw.



# WEDNESDAY JUNE 7, 2023



## STATIONS

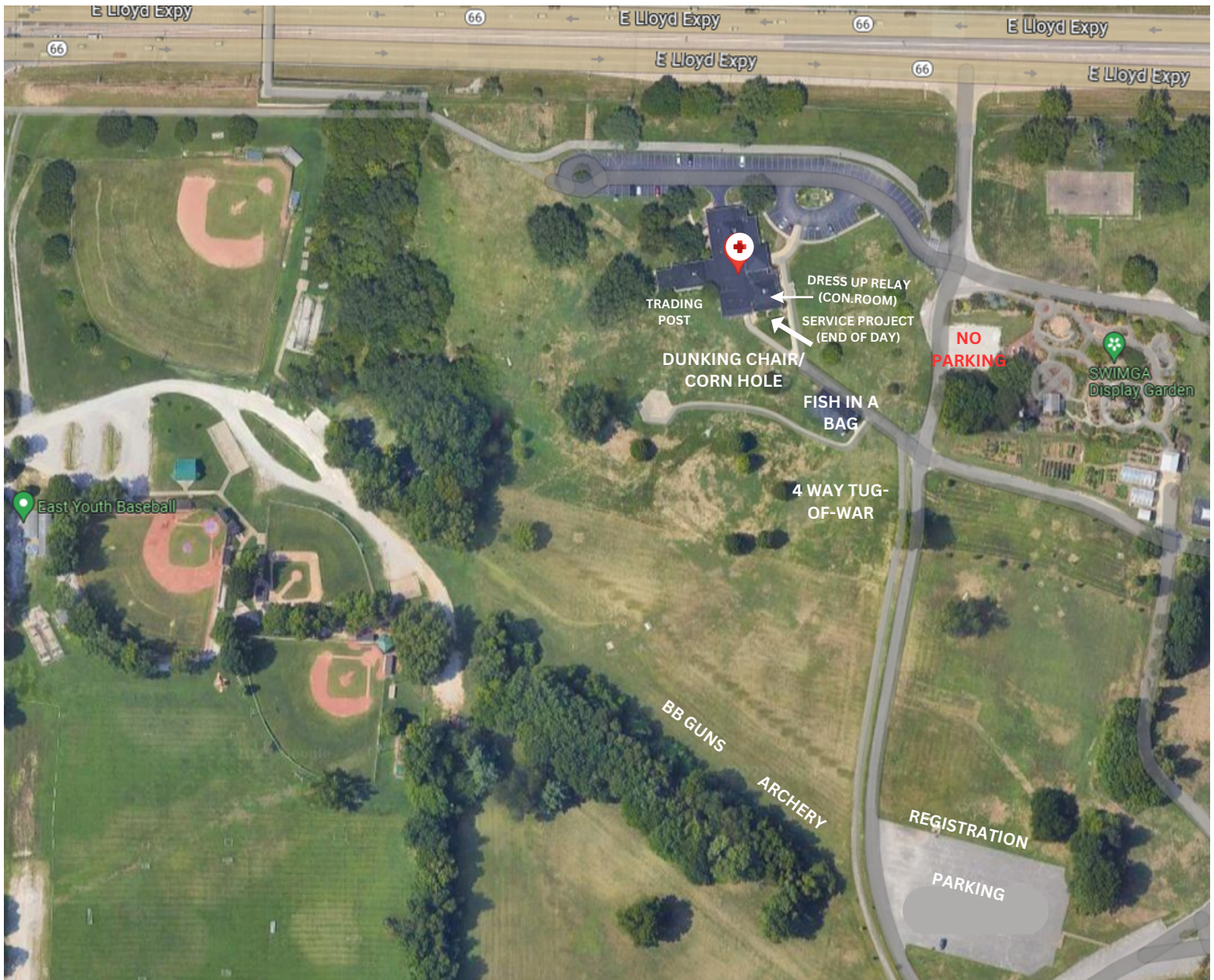
ARCHERY  
BB GUNS  
CIRCUS BINGO  
TIGHT ROPE  
TYE DYE  
FISHING GAME

## END OF DAY ACTIVITY

**FOAM  
PIT**



# WEDNESDAY JUNE 8, 2023



## STATIONS

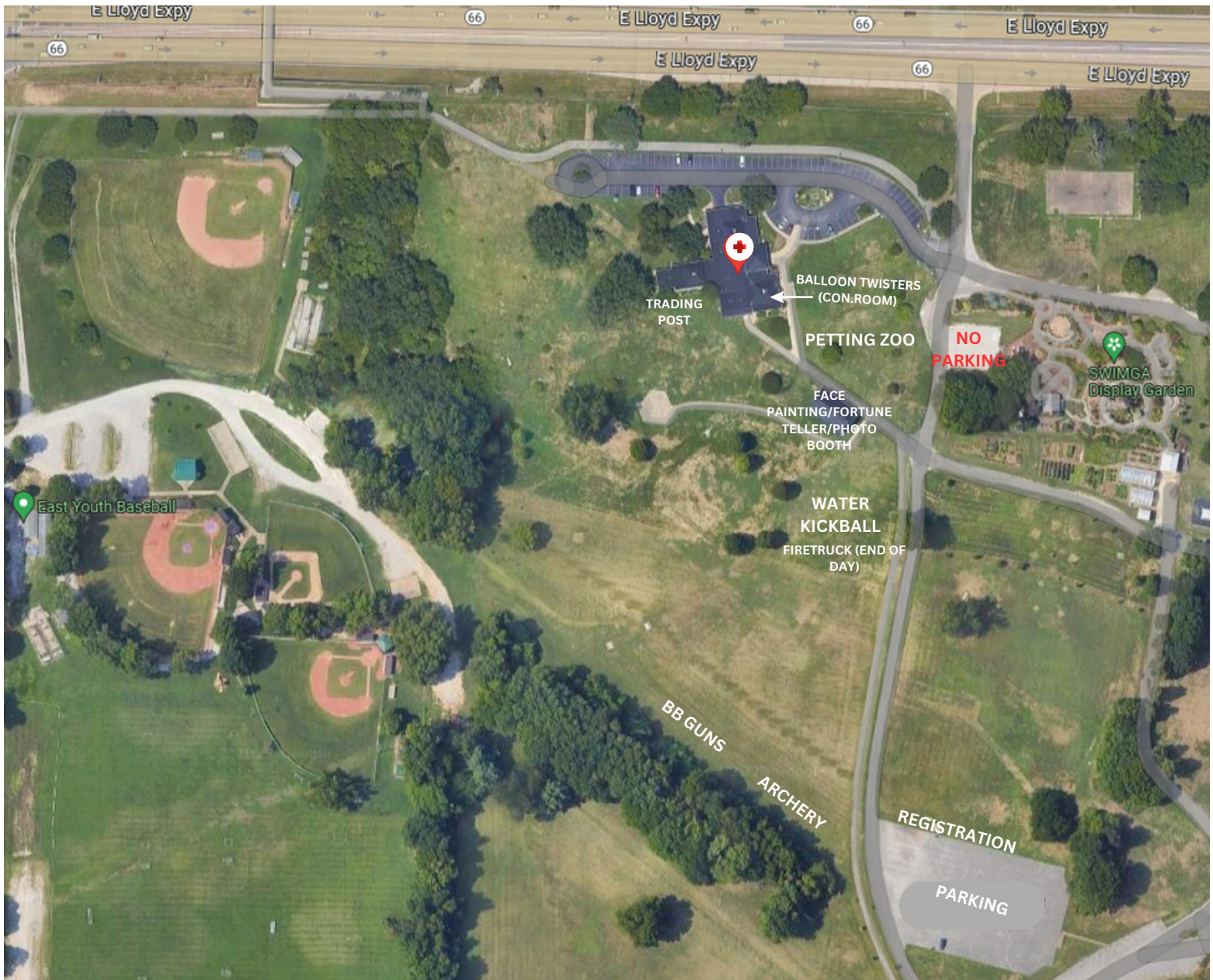
ARCHERY  
BB GUNS  
DUNKING CHAIR/CORN HOLE  
DRESS UP RELAY  
FISH IN A BAG  
4 WAY TUG-OF-WAR

## END OF DAY ACTIVITY

# SERVICE PROJECT



# WEDNESDAY JUNE 9, 2023



## STATIONS

SLING SHOTS  
BB GUNS  
WATER KICKBALL  
PETTING ZOO  
FACE PAINTING/FORTUNE  
TELLER/PHOTO BOOTH  
BALLOON TWISTERS

## END OF DAY ACTIVITY

# FIRETRUCK

# OA TRADING POST

**Please remember to bring money! The OA Trading Post will be open during the times of Day Camp. Here are a few things that will be available for purchase.**

