CAMP C.S. KLAUS SCOUTS BSA 2024 LEADER/PARENT GUIDE



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NORTHEAST IOWA COUNCIL, BSA



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2024 CAMP SESSIONS & VISITORS' NIGHTS

1st Session: June 16-22 Visitors' Night: June 20
2nd Session: June 23-29 Visitors' Night: June 27
3rd Session: July 7-13 Visitors' Night: June 27

2024 CAMP FEES

Northeast Iowa Council Troops

\$330 per Scout by 5pm April 26, 2024 \$350 per Scout after 5pm April 26, 2024 \$150 per Leader

Out of Council Troops

\$350 per Scout by 5pm April 26, 2024 \$370 per Scout after 5pm April 26, 2024 \$150 per Leader



BASE CAMP PARTICIPANTS:

\$10 PROGRAM FEE REQUIRED

FFF PAID IN ADVANCE



NEIC new Scouts or Arrow of Light transfers will be charged the \$330 fee up to two weeks prior to their troop's arrival at camp. New Scouts or Arrow of Light transfers from Out of Council will be charged \$350.

LEADERS FEES

It is the National Policy of the Boy Scouts of America that there must be at least two registered adult leaders over 21 years of age for every troop trip or outing. Two leader fees are paid by the \$270 deposit required with a troop's reservation and is non-refundable. Each additional leader attending camp with your troop pays the \$150 leader fee. Leaders are those currently registered with your unit who are at least 18 years of age or older with current Youth Protection Training. Outside of adults dropping off Scouts, picking up Scouts, or visiting on Visitor's Night, all adults at Camp C.S.

Klaus need to be registered with the unit they are a camp leader for.

Registration includes the completion of an adult application, criminal background check (CBC) and Youth Protection Training before the activity (CBCs take a week or more and cannot be expedited).

CAMP FEES

DISCOUNT FOR SIBLINGS

The fee for the second sibling that attends will be \$10 less than the camp fee, the third sibling \$20 less than the camp fee, and the fourth sibling \$30 less than the camp fee.

CAMPERSHIPS

No Scout should miss out on the opportunity to attend camp because of financial circumstances. Troops should make provisions in their planning to help youth earn money through unit fund raising projects to ensure that they can attend camp. The Northeast Iowa Council has some funds to help truly needy Scouts attend camp. Camperships are available for no more than 1/2 of the camp fee. Leaders of such Scouts may contact the Council Service Center for information. All campership information is kept confidential. Funds are limited for camperships, and will be distributed on a first-come, first-served basis. (NEIC Scouts only). Campership applications are found on the council website (www.scoutsiowa.org/scout-camp/), and are due by April 15, 2024.

CANCELLATIONS

If it is necessary for a Scout or Leader to cancel a summer camp reservation prior to coming to camp, the refund request can be reviewed by the council camping committee by filling out a Hardship Application (found on the council website: scoutsiowa.org/scout-camp/). The form must be filled out and submitted to the Council Service Center no later than August 30, 2024. If instances of illness, death in the family, or move from the council territory make it impractical for the Scout to attend Camp Klaus, a partial fee may be refunded to the unit. **Fees are not refundable for homesickness.**

CHECK-IN

TIMES	<u>CHECK-IN AGENDA</u>
12:30 PM	CHECK-IN AT OFFICE
1:00 PM	 HEALTH FORMS/MED CHECK AT OFFICE
1:30 PM	• PERMISSION SLIPS FOR OFFSITE ACTIVITIES
2:00 PM	• CAMP TOUR
2:30 PM	SWIM CHECK
3:00 PM	 WALK TO CAMPSITE
3:30 PM	 PHOTO AT DINING HALL
3:45 PM	 DINING HALL TALK
	12:30 PM 1:00 PM 1:30 PM 2:00 PM 2:30 PM 3:00 PM 3:30 PM 3:45 PM

We ask that all Scouts in aquatics merit badges or interested in aquatics-based activities arrive at camp in their swimming gear or change into their swimming gear upon arrival. Scouts not in aquatics merit badges or otherwise interested will not be required to complete a full swim-check. Please check the council calendar to see when/if pre-camp swim checks will be offered.

CHECK-IN CONTINUED

Scouts and leaders should plan to arrive on Sunday afternoon at the troop's prearranged time as indicated above. Scoutmasters should be prepared and have their troop ready at the arrival time, unloaded in the parade grounds. This will help us to make check-in a smooth process with a minimum amount of wait time. Early arrival of up to half an hour is encouraged.

- 1. Each troop will be met by their assigned campsite counselor in the parade grounds, who will stay with the troop throughout check-in. They will guide the troop through check-in activities and conduct a tour of the camp for all campers.
- 2. An adult leader and Senior Patrol Leader (SPL) from each troop must report to the check-in area at the parade grounds immediately upon arrival. They should be equipped with a completed troop roster, all medical forms including part C, all other necessary permission forms. All registration fees should be paid before camp through the Council Service Center.
- 3. We encourage your troop and Scouts to bring what you need to be comfortable at camp. We also, however, encourage Scouts to hike their personal gear to their campsites. This will teach Scouts the art of packing properly for an outing.
- 4. Troop photos begin at 5:20, with dinner served at 6:00 p.m. Please have your Scouts arrive early at the dining hall for flags, which are at 5:50pm. The dining hall process will be explained during check-in. Please be on time and have your waiter selected ahead of time.
- 5. Prior to setting up camp, an inspection of all gear checked out and on the campsite must be conducted by the SPL, troop leader and the troop counselor. This means all tents, flies, program boxes, etc.

CHECK-OUT UNIT CHECK-OUT

Units will choose a check-out time for Saturday morning. Check-out is subject to the completion of the following check-out procedures and approval by the Camp Ranger and Camp Director.

- 1. All equipment checked out from the Camp Ranger must be returned clean and complete Friday evening or Saturday morning.
- 2. An inspection of the campsite must be conducted by the campsite counselor and troop Senior Patrol Leader. Any damages found must be reported to the office for clearance before the troop packet may be received.
- 3. The adult leaders must settle any outstanding financial accounts by the end of the week-long session at camp (i.e. merit badge fees, damage fees, commissary charges, etc.). These cannot be charged against unit accounts at the Council Service Center or against anticipated refunds due.
- 4. Finally, make certain you receive the packet containing medical forms and patches, as well as any medication from the Health Officer.

INDIVIDUAL CHECK IN/OUT

Outside of unit check-in and check-out, all Scouts and leaders that either arrive or leave camp during the week must check-in or out through the Camp Office. Scouts leaving must have a written release approved by the troop leader only and present it to the Camp Director. A "Youth Release History" form is required before check-out(page 24). This is essential in case of a camp emergency requiring a troop/camp roll call.

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TROOP LEADERSHIP



TROOP LEADER'S MEETING

Scheduled each morning after breakfast on the porch of the Camp Office.

TROOP LEADERSHIP

Each troop in camp must be under the leadership of at least two unit registered adults, two of whom must be at least 21 years of age or older with current Youth Protection Training. The Scoutmaster works through the Senior Patrol Leader in developing and scheduling the troop's program, participates in the daily Troop Leader's meeting following breakfast and assigns and coordinates responsibilities of all adult leadership for the troop.

Outside of unit check-in and check-out, all leaders need to check in at the camp office upon arrival and departure from camp. Each leader staying in camp must be registered with the unit they are staying with and have a BSA Annual Health & Medical Form (including part C) on file in the Camp Health Lodge. All troop leaders are responsible to the Camp Scoutmaster and assume any assignments made by them.

WHILE AT CAMP

- Extra leaders in a troop are needed to supervise and help instruct the BASE Camp program. Leaders are also invited to help with any area in camp.
- If a leader has a special skill, or knowledge about a certain merit badge, and would like to assist or train, call the Council Service Center to express interest, or see the Camp Director during the week. Leaders are encouraged to volunteer to assist Program Area Directors in conducting merit badges in which they have a comfortable level of knowledge or skill!
- Leaders may also use their time in service projects essential to Camp Klaus. If interested, contact the Ranger or Camp Director during the week.

CAMP SECURITY AND VISITORS



For the safety of all campers, ALL VISITORS MUST CHECK IN AND OUT at the Camp Office. If you see an unauthorized person in camp, inform the Camp Director immediately. Do not try to engage the individual. Outside of adults dropping off Scouts, picking up Scouts, or visiting on Visitor's Night, all adults at Camp C.S. Klaus need to be registered with the unit they are a camp leader for.

Registration includes the completion of an adult application, criminal background check (CBC) and Youth Protection Training before the activity (CBCs take a week or more and cannot be expedited).

DAMAGE TO EQUIPMENT

Each unit will be responsible for equipment provided for their use by the camp. Any damage to equipment because of abuse, whether willful or as a result of negligent or imprudent practices, will be charged to the troop.

POINTS OF NOTE BEFORE YOU ARRIVE

CAMP HOUSING

Camp Klaus provides the following at each campsite: two-person tents on wooden platforms, cots (2 per tent), flagpole, latrine-washstands, picnic tables, and a fire ring. The standard for sleeping is 30 square feet per camper in each tent. Troops wishing to bring their own tents may do so as long as it meets BSA standards for size and safety, and there is enough space in the campsite. Tent platforms are not to be moved off their foundations!

Leaders, male or female, camp with their units only in the assigned campsite areas. Please remember that all BSA Privacy Standards must be followed when it comes to the sharing of tents. Examples: Adults may not share tents with youth, even if they are a parent of the youth. Youth sharing a tent must not be more than two years apart in age, even if the youth are siblings.

Should units need to share campsites, male and female troops will not be mixed. However an exception will be made in the case of those troops who share a charter organization. In this case, unit leaders will be responsible for following youth protection guidelines. Camping in vehicles in the parking area is prohibited. No RV's are permitted in camp.

LOST AND FOUND

The camp lost and found box will be located at the Camp Office. Leaders need to remind Scouts to have their personal effects marked with name and troop number. Each Scout needs to take care of and safeguard their personal property. Do not bring valuables to camp. Camp is not liable for any lost items.

QUARTERMASTER SUPPLIES

Toilet paper, trash bags, and various tools and equipment may be obtained from the Campsite Counselor. All tools checked out will be charged to your unit if they are not returned. In case of damage to camp equipment the troop or individual will be responsible for payment of repairs or replacement before leaving camp on Saturday.

HEALTH LODGE

A qualified Health Officer is on duty at all times. In the event of serious accident/illness, the person will be taken to a clinic or hospital in Manchester, Iowa. Parents will be informed if the Scout needs extensive care.

SHOWER HOUSES

Each shower stall has its own entrance and is private. An adult leader is required to accompany Scouts to the shower house area and escort them back to their campsite. Usage of phones or cameras in or near the shower house is strictly prohibited. Inappropriate behavior may lead to immediate dismissal from camp.

POINTS OF NOTE BEFORE YOU ARRIVE CONTINUED MAINTENANCE OF CAMP PROPERTY



The Camp Ranger and Council Properties Committee will work with the Camp Director to maintain the facilities of Camp Klaus. In the event you discover the need for repairs (i.e. broken board on a tent platform), please report the problem to the Commissioner.

FOOD IN CAMPSITES

Troops are invited to bring any permissible food with them in their trailers. Scouts and Leaders with food allergies are common, so please ask your families ahead of time if there are concerns. We recommend you avoid bringing food with common allergies altogether (i.e. peanuts). ALL CAMPERS AND LEADERS ARE ADVISED TO NOT KEEP FOOD IN THEIR TENTS. Wildlife, especially raccoons, are infamous for searching for food wherever it may be found in a campsite, including occupied tents.

SCOUTS OR ADULTS WITH DISABILITIES

We want to do our best to accommodate any Scouts or adults with disabilities and give them a comparable experience to others in camp. Please inform the Scout office of any restrictions or accommodations needed at the time of registration. While we will do our best, not all restrictions or accommodations may be able to be met. Summer camp is a primitive environment with many physical and mental demands including extensive walking and steep trails, so please consider that prior to signing up. Gator rides may be offered on a limited and case-by-case basis to campsites and distant program areas.

Lakeview campsite near Munter Lodge is a small site ideal for Troops that have multiple Scouts or adults with physical disabilities. The site is disability friendly with a paved walkway from Munter Lodge and a few larger tents to accommodate medical equipment like wheelchairs or walkers. The site will be reserved for units that have disabilities only. Other options are Balanced Rock or Bloody Ridge campsites which are near the bottom of the hill.

TROOP & CAMPSITE INFORMATION

PATROL ORGANIZATION



Summer camp is the highlight of the Scouting year. It is important that all members of the troop attend. This is a once-in-a-lifetime opportunity for your Senior Patrol Leader, and the Patrol Leaders to function 24 hours a day - keeping patrols together, using regular organization "Youth-Led Leadership". When youth-led leadership develops in your troop, your job becomes easier and even more fun.

SENIOR PATROL LEADER (SPL)

The SPL should stay current on all special activities in camp and keep the Patrol Leaders informed of them. The SPL fulfills the leadership role in camp the same as in the year-round program, seeing to it that the patrols get maximum fun and benefit from their week at camp.

TROOP & CAMPSITE INFORMATION CONTINUED



PATROL LEADERS

Patrol Leaders involve their patrols in special events, camp service projects, campsite housekeeping, and regular Patrol duties assigned by the troop.

TROOP TRAILERS

Troops are welcome to bring their trailers to camp. Each trailer will be hauled to the campsite by a designated staff member with the camp truck. For this reason, troops should limit their equipment to only items that will be used at camp. Please help decrease the weight in your trailer so coming back down the hill is not dangerous for our staff. Also, please note that if your trailer is deemed too large for our equipment or roads, you may be asked to transfer your equipment to the camp truck for transportation to the campsite. Please contact camp leadership for questions and specifications.

COOKING IN CAMPSITES

There will be three meals cooked in the campsites, scheduled for Tuesday evening, Wednesday morning, and Wednesday lunch. Food and milk will be provided to your campsite before each meal, but troops may choose to bring supplies to enhance the meal! Please see the week menu for additional details.

- There are a few dutch ovens, available for check out from the Commissioner, but troops are encouraged to bring their own stoves and dutch ovens to cook with.
- Tuesday evening has been set aside for your troops to cook in their campsites and do other activities as a troop or patrols. Staff will not be assigned to eat in the campsites, but you might wish to invite staff members to dine with you. Be sure to inform the camp cook, campsite counselor, or the ranger of any extra guests.

CAMPSITE SECURITY

At times during camp when everyone is involved in a camp-wide program, it is advised that each unit have one adult remain in the campsite.

TRASH DISPOSAL

Trash bags are provided to help keep the campsite clean. Trash will be picked up from the campsites daily by a designated staff member. Trash bags should be placed next to the campsite sign after evening program if they are to be collected for disposal. Please do not leave any trash in your campsite at the end of your week.

FEMININE HYGIENE

While Scouts and adults are responsible for their own necessary hygienic supplies, we acknowledge that unexpected situations arise. Campers may expect dispensaries discreetly located in restrooms throughout camp.

HEALTH & SAFETY POLICIES ACCIDENT AND SICKNESS INSURANCE

The Northeast Iowa Council, Boy Scouts of America currently provides accident and sickness insurance for campers registered within the Northeast Iowa Council. The insurance is secondary to the camper's primary medical insurance. If they don't have insurance, the BSA insurance becomes primary. For all out-of-council campers, insurance is the responsibility of the troop and the Scout's parents unless otherwise covered by their home council. All accidents and illnesses must be reported to the Health Officer and recorded in the Camp Health Log so that we can document care in support of insurance claims. Records will be maintained in the Health Lodge and signed by the staff member in charge of Health and Safety.

ANNUAL HEALTH & MEDICAL RECORD

The Annual Health and Medical Record is required for all BSA activities, with <u>ALL</u> sections completed, including part C, for any outing lasting longer than 72 hours or involving strenuous activities. The Official BSA Annual Health & Medical Record can be found at https://www.scouting.org/health-and-safety/ahmr/. Forms will not be kept on file after camp.

HEALTH OFFICER

A qualified Health Officer is on duty at all times. In the event of serious accident/illness, the person will be taken to a clinic or hospital in Manchester, Iowa. Parents will be informed if the Scout needs extensive care.

MEDICATION - OVER-THE-COUNTER/NON-PRESCRIPTION

Several non-prescription medications are available at the Health Office. By signing the Allergies/Medications Consent Section on Part B of the BSA Annual Health & Medical Record, you are allowing the Health Medical Officer to dispense any over the counter/non-prescriptions to your Scout at camp.

MEDICATION - DOCTOR PRESCRIBED

If a camper must take doctor prescribed medicine this must be turned into the Health Officer and will be kept under strict supervision. Written instructions must be included with the Scout's name, medication name, time to be administered, and quantity to be administered. The Allergies/Medications Consent Section on Part B of the BSA Annual Health & Medical Record MUST be filled out by a parent/guardian and turned in at check-in. Scoutmasters can also choose to keep track of medications and administration times after talking with the Camp Health Officer. Any medication that needs to be refrigerated will be kept in the Health Lodge.

If a camper must take or carry on self-administered medicine such as an Epi-Pen or an inhaler, the parent MUST check "Yes" or "No", authorizing your Scout to take or carry self-administered medicine at all times. This can be found under the Allergies/Medications Consent Section on Part B of the BSA Annual Health & Medical Record. We encourage troops to have the medication scheduling form filled out before they check-in (see page 24).

HEALTH & SAFETY POLICIES CONTINUED :

DISCIPLINE

The Unit Leader and assistants are responsible for the discipline and order of their own troop. The Camp Staff will not assume the responsibility for, or interfere with, unit discipline unless it directly involves the health and safety of Scouts or the Unit Leaders are not present at the time of the problem. The Camp Director will be apprised of any problem by the staff member and will refer them to the camp leader of the unit. No arrangements may be made to send a Scout home before informing the Camp Director of the situation. The youth release form is required for a Scout to leave camp on page 25. No initiations or hazing are permitted in camp.

PETS

Pets are NOT permitted at camp. This applies to both campers and visitors. The only exception is service animals. Any animals visiting must be discussed with camp leadership prior to arrival at camp.

OFF-SITE ACTIVITIES

Occasionally, there will be opportunities for Scouts to enhance their program experience by visiting local areas outside of camp. In order for a Scout to participate, a parent must fill out the release form found on page 25. There will be no exceptions. During the activity, we will maintain youth protection procedures of two-deep leadership, with representatives from both the camp staff and unit leadership.

OUTDOOR HAZARDS

In any trip to the outdoors the camper may encounter biting insects and poisonous plants or animals. Each parent should familiarize themselves and their youth with poisonous plants and biting insects, especially poison ivy and mosquitos. The effects of poison ivy, ticks, etc., can be minimized with good personal practices. All injuries of this type should be reported to the Camp Health Officer for treatment and recording.

WEATHER EMERGENCIES

In the event of impending severe weather, campers will be notified by program area staff and campsite counselors. The Camp Ranger will drive a vehicle through camp to notify campers. Staff will instruct the camp sites to proceed to the nearest severe weather shelter. There are three concrete weather shelters located on the hill near the campsites, as well as in the basements of Munter Lodge, Visitors Center, and Health Lodge.

In the event of sudden, severe weather, the siren will sound continuously. All campers shall take cover immediately in a ditch or other low area. The all clear signal will be a series of on and off siren calls. Staff/leaders will take roll call and report to the Camp Director so they can account for all campers and leaders following the all clear signal.

HEALTH & SAFETY POLICIES CONTINUED



FIREGUARD PLAN

In case of fire, the Camp Director is to be notified immediately. Each unit is to use the Fireguard Plan furnished by the camp. The Camp Director will contact the Fire Department. All campers are requested to stay clear of the fire area. The Camp Ranger will travel throughout the camp honking the vehicle's horn. All Scouts and adults will report to the Parade Ground flagpole area. Leaders should assemble their Scouts in a safe area and take a roll call.

LIQUID FUEL

BSA policy permits use of liquid fuels only under the direct supervision of a knowledgeable adult. Liquid fuels can only be stored in the campsite when the troop has a trailer in which the fuel can be locked. Otherwise, there is an approved fuel storage area at the Quartermaster.

OPEN FLAMES

It is recommended that no open flame be used in a campsite with the exception of troop or patrol campfires or cooking fires that are attended while they are burning. Open flames (i.e. candles, sterno, kerosene lanterns, etc.) are strictly prohibited in tents or cabins.

FIREARMS, AMMUNITION, BOWS AND ARROWS, SHEATH KNIVES

The camp will have available all rifles, ammunition, and bows and arrows needed for use as part of the camp program. Personal equipment and ammo is not allowed in camp. Exceptions for personal bows may be made on a case by case basis, at the discretion of the Field Sports Director and Camp Director. Non-folding sheath knives are not allowed at camp. Throwing stars/martial arts weapons are not allowed at camp.

SMOKING, ALCOHOLIC BEVERAGES, ILLEGAL DRUGS

Alcoholic beverages or illegal drugs of any type will not be tolerated in the council camps. Possession can result in immediate dismissal from the camp property. There will be no refund of unused camp fees. Scout leaders need to inform parents of this policy so no alcoholic beverages or illegal drugs are brought in on Visitor's Night.

AUTOMOBILE POLICY

All cars/trucks must be parked and remain in the central parking lot. No one is to ride in the back of a truck (i.e., all riders must be wearing seat belts in the cab). This includes transporting to and from camp.

FIREWORKS

Fireworks of any kind are not allowed in camp. Violation of this rule may lead to immediate dismissal from camp.

PERSONAL PACKING LIST

CLOTHING ITEMS:

SEE DRESS CODE ON PAGE 13

- Scout Field Uniform
- 7-10 Pairs of Socks
- Sweatshirt or Jacket
- Swimwear/Towel
- Rain Gear
- 7-10 Pairs of Underwear
- 7-10 T-Shirts
- Hiking Boots/Gym Shoes
- 7-10 Pairs of Shorts
- Rugged Jeans or Pants

PERSONAL ITEMS

- Toothbrush & Toothpaste
- Comb/Brush
- Soap
- Bath Towel & Wash Cloth
- Deodorant
- Shaving Gear(if needed)

MERIT BADGE ITEMS

- Merit Badge Pamphlet
- Scout Handbook
- Notepad & Pen
- Other items as required for merit badge sessions

CAMPING GEAR

- Sleeping Bag
- Ground Cloth
- Pack or Duffel Bag
- Water Bottle
- Dirty Clothes Bag
- Bedroll

CAMP NECESSITIES

- Flashlight/Lantern
- Sunscreen
- Bug Spray
- Pocket Knife
- · Personal Mess Kit
- Personal First Aid Kit
- Clothesline w/ Pins
- Fishing Gear
- Compass
- Camera
- Spending Money
 - (approx. \$30)

Make sure all items are marked with name and troop number

VERY IMPORTANT

- Signed and completed BSA Medical Form, including part C
- Prescription Medications

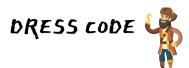
TROOP PACKING LIST

- American Flag & Stand
- Troop /Patrol Flags & Stands
- Troop First-Aid Kit
- Handbooks
- Lanterns
- Patrol Cook Kits/Dutch Ovens

- Camp Chairs/Stools
- Water Cooler
- Dining Fly
- Wood Tools
- Camp Stove
- Map & Compass

TRADING POST

The Camp Klaus Trading Post is stocked with those items necessary to assist Scouts in the successful pursuit of skills and badge work (pocket knives, craft supplies, etc.) as well as snacks, toiletry/personal hygiene items, t-shirts, patches and camping gear. Hours will be posted at the Trading Post. \$30 recommended for spending. Cash and credit cards accepted.



The Northeast Iowa Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgement to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- Clothing should not include profanity, or words or images that do not support the Scout Oath and Law.
- Proper undergarments should be worn.
- · Pants and shorts must
 - completely cover undergarments
 - not allow for the exposure of the buttocks
 - stay up without the use of hands

• Shirts must

- have wide straps or cover the shoulders no "spaghetti straps"
- o not be see-through or expose the side of the body
- be worn at all times outside of the aquatics area or shower house
- Closed-toes shoes MUST be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be barefoot unless in the designated Aquatics area, the shower, or in their tent.

Scouts will be asked to wear the Scout Field(class A) uniform to flag lowering, dinner, chapel service, flag retirement ceremony, during visitor night, at announced special events, and at campfires.

- **Swimwear** should be comfortable, functional, and appropriate for the specific aquatic activity. All swimwear should follow these guidelines:
 - clean
 - designed as swimwear
 - appropriate and safe for the activity
 - secure enough to not shift or fall off while participating
 - t-shirt or additional layer such as a rash guard may be allowed if it does not hamper movement in the water.
 - **For Males:** swim briefs or swim bottoms short enough to allow exposure are not allowed. Appropriate swimwear may include swim trunks or board shorts.
 - For Females: bikinis or swim wear that allows exposure are not allowed. Appropriate swimwear may include tankinis or one-piece swimsuits.

As always, we remind everyone that Scouting's Barriers to Abuse states, "Appropriate attire is required for all activities." Our policy reflects the BSA's statement and commitment to diversity, equity, and inclusion and are based on health and safety, dignity, and respect. These guidelines pertain to all ages, genders, and apply to Scouts, Scouters, staff, visitors, and family members.

CAMP C.S. KLAUS DINING





MEALS IN MUNTER LODGE

Camp C.S. Klaus is known for its plentiful and mouthwatering meals. Troops should be gathered for a flag ceremony in front of Munter Lodge before breakfast at 7:50 a.m. and before supper at 5:50 p.m. Lunch begins serving at 12:00 p.m. Please note that Scout field uniforms should be worn for evening meals. Waiter and cleanup procedures will be explained to each unit upon check-in.

MENUS AND SPECIAL MEDICAL DIETARY CONCERNS

Menus have been carefully planned by our camp cook and have been approved by a registered dietician. A copy of a tentative weekly menu can be found below. **If anyone in your unit has special medical dietary restrictions, please notify the Council Service Center when you register for camp so reasonable accommodations may be made.** Any Scout with special dietary medical restrictions should also introduce themselves to our camp cook and clarify or confirm any necessary accommodations before the first evening meal.

TABLE WAITERS

For each meal, a unit must assign waiters to ensure tables and areas surrounding tables are clean after units have eaten. Your unit determines the rotation of who serves as your waiter. It is recommended that each table have two waiters for all three meals. Waiters must have clean hands and a clean shirt.

2024 TENTATIVE MENU - SUBJECT TO CHANGE

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Breakfast		Breakfast burrito Applesauce Toast/Bread Cold Cereal Hot Cereal Fruit Juice Milk	Pancakes Sausage Links Applesauce Cold Cereal Hot Cereal Fruit Juice Milk	Sausage & Egg Patties on Bun Fruit Juice Milk (meal on hill)	French Toast Bacon Cold Cereal Hot Cereal Fruit Juice Milk	Scrambled Eggs Ham Cold Cereal Hot Cereal Muffin Juice Milk	Cinnamon Roll Mixed Fruit
Lunch		Chicken Nuggets Tator Tots Carrots Relishes Peaches Bar	Walking Taco Taco Meat Taco Chips Relishes Cookie Bar	Sloppy Joe's Bread Chips Apples (meal on hill)	Chicken Patties French Fries Corn Relishes Apple Dessert	Mac and Cheese Hot Dogs Mixed Fruit Relishes Cookie Bar	
Supper	Chicken Cordon Bleu Baked Potato Green Beans Pudding	Lasagna Mixed Vegetables Cake	Beef Stew Biscuits Apple Cobbler (meal on hill)	Chicken Alfredo Garlic Bread Broccoli Cake	Burger/Brat Pasta Salad Coleslaw Baked Beans Chips Cake	Roast Pork Mashed Potatoes Gravy Green Beans Ice Cream	

CAMP C.S. KLAUS DINING - CONTINUED





Each staff member has carefully chosen an artifact, also known as the Staff Token, which represents them for the morning and evening meals. Waiters will have the responsibility of choosing the tokens to have staff dine with them. Please show respect when handling staff tokens, as they are the personal property of staff.

VISITORS **



ALL VISITORS MUST CHECK IN AND OUT at the Camp Office. The meal cost per day is \$25.00, and includes breakfast, lunch and dinner. No pro-rated meals. All visitor meals must be paid for at the Camp Office prior to the meal—failure to do so may result in the cook being unable to issue food due to supply.

Breakfast in Dining Hall will have assorted fresh fruit, fruit juice, milk and water—coffee will be available for adults. **Lunch** in Dining Hall will have juice, milk, water, unsweetened iced tea—coffee will be available for adults. **Supper** in Dining Hall will have juice, milk, water, unsweetened iced tea; the following is available on tables; bread, butter, jelly, condiments and peanut butter. If available, salad bar may include; lettuce, diced onion, tomato, green pepper, croutons, bacon bits, ranch, French or vinaigrette dressings and a hot soup option

Meals on hill are packed and sorted in Dining Hall by unit/campsite and taken to sites by Vehicle, milk comes up approximately 15 minutes before meals. After all meals on hill, containers with remaining food should be returned to Dining Hall and garbage should be taken to road side in campsite for pick up. Any special requests should be made in advance to the Camp Health Officer, Cook and Director when you register for camp.

AWARDS

COMMISSIONER AWARDS

All of these awards are moderated and awarded by our Camp Commissioner. Be sure to speak with them to receive a requirement list for each award.

- Golden Tent Stake Award
- Baden-Powell Troop Award
- Camp Klaus Warrior Award
- Scouting Merit Award
- Scoutmaster Merit Badge

ADDITIONAL AWARDS/ACTIVITIES

Be sure to send Scouts to Scoutcraft for activities like the Scoutcraft Olympics. Help Ecology find the Tree of the Day. Participate in an Archery challenge, or climb a challenging route at the Climbing Tower. Join Aquatics for the Polar Bear Swim or participate in the mile swim. Other awards and activities will be presented throughout the week as they become available, so stay tuned!

OPEN PROGRAM TIME



Throughout the day, and during scheduled times from 4:00-5:00pm each day, areas are open. They offer a variety of activities, including Open Shoot, Open Swim, and others. Be sure to listen during mealtimes in Munter Lodge for points of interest regarding these events.

TROOP TIME



Troop Time is an opportunity for each troop to participate in an activity as a troop. Throughout the week from 4:00-5:00 pm, certain program areas will be open for troops to reserve. Troops will choose from a list of activities. Based off of responses from all troops, a schedule will be made which will grant troops up to three of their chosen activities. **To sign up for Troop Time**, please complete page 23 of this packet and return to one of the addresses on the form.

- 1. Aquatics: Swimming, Log Rolling, Paddle Craft
- 2. Field Sports*: Archery/Tomahawks, Shotgun/Rifle, Shotgun/Cowboy Action**
- 3. Tower: Climbing
- 4. Parade Grounds: Gaga Ball, 9 Square, Volleyball
- *Fees associated with Field Sports still apply
- **Cowboy Action is age restricted 14+

Please note:

- Based on the size of the troop, whole program areas can be reserved. Otherwise, program areas are still open to other Scouts.
- Aquatics and Field Sports are open to two troops simultaneously unless otherwise necessary.

We encourage troops to participate as a troop; please encourage your Scouts not to sign up for merit badges during this time. However, troops are responsible for determining who can opt out of troop time. Troops do not have to participate in "Troop Time". Aquatics, Field Sports and Tower are still open program areas from 4:00 - 5:00 pm unless completely reserved by a troop.

B.A.S.E. CAMP (BEGINNING ADVANCEMENT SKILLS FOR EAGLE)

This program will continue to meet the needs of your troop's newest Scouts in their first trip to Camp Klaus. In addition to working on some basic requirements, Scouts will develop a strong foundation in Scouting centered skills and hands-on activities. A large part of this program is to teach our newest Scouts the meaning of leadership and provide them with fun opportunities in their own BASE Camp site. If you are sending Scouts to Base Camp, sending a leader with them is strongly recommended. If your campsite is sending 5 or more Scouts an adult is required to help with discipline and instruction.

During the full-day program, the new Scouts will work on selected Tenderfoot through First Class requirements, the Scouting Heritage, Fingerprinting, and Weather Merit Badges. Additionally, BASE Camp Scouts will have the opportunity to experience unique areas of camp, such as the Climbing Tower and the Ice Cave, and discover what Klaus has to offer the next year they attend Camp C.S. Klaus.

Please note: A summary sheet of rank requirements covered will be provided to unit leaders in the email sent from the Council Service Center with merit badge completions. Advancement will not be uploaded to Scoutbook.

B.A.S.E. CAMP CONTINUED

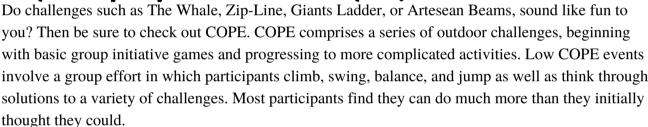
BASE Camp borrows from Baden-Powell's Brown Sea traditions. Scouts will become part of patrols within the group, and instead of just practicing the skills necessary for rank advancement, they will put them to practical use building gadgets in their site. We encourage fun and allow first-year Scouts to experience something in all program areas of camp. Please let camp leadership know during Sunday's leader meeting if you have leaders skilled in basic Scout skills learned from Tenderfoot to First Class. We would love to have them share their expertise with the Scouts in BASE Camp.

We are excited to offer this program and feel that BASE Camp is the perfect way to get new Scouts integrated into the Scouts BSA Program while having fun!

This program has an additional \$10.00 program fee.

Please note: Scouts will not be earning the Swimming merit badge while in BASE Camp.

PROJECT C.O.P.E. (CHALLENGING OUTDOOR PERSONAL EXPERIENCE)



A Project COPE course provides an opportunity for each participant to achieve success as an individual and as a member of a patrol or team. The activities are not designed to be competitive or to be races against time. The objectives include building teams; solving problems; making decisions; and developing trust, communication, leadership, and self-esteem as team members cooperate to achieve goals upon which they have agreed. The course is designed to foster personal growth in a shorter length of time than anything most people have experienced.



This program has an additional \$15.00 program fee.

Participation at Camp

- All youth ages 14 and older can participate in COPE. We encourage leaders to join their Scouts at COPE.
- Additional troop or group participation will be determined on a week-to-week basis. Troops can express interest to the COPE Director or Program Director during check-in and will be accommodated based on instructor availability.

2024 - CAVING With C.O.P.E.

Camp Klaus is home to a handful of natural caves, including the Ice Cave! Our staff is excited to provide Scouts the opportunity to explore some of the natural wonders afforded to us by the land at Camp C.S. Klaus.

ZOZY PROGRAM SCHEDULE



Saturday	Breakfast	and Check-Out	Safe	Travels!		Abbreviation	Key:	DH - Dining Hall	PG - Parade Grounds	TP - Trading	Post								
Friday		Flag Raising	Breakfast	December	Areas	- Open -	Lunch	Staff vs Scoutmaster Volleyball	- Program -	Areas	- Open		Flag Lowering	Supper	Monit	Badge	Koundup	Flag Lowering	(FG) and Closing Campfire
Thursday		Flag Raising	Breakfast	Decree	Areas	- Open	Lunch		Program -	Areas	- Open	7 1 218 74 228	Visitor NightActivities	5pm-7pm Dinner in the	 Dining Hall 6:30-7:30nm 	Open Climb & Open Shoot	8:30pm	9:00pm	OA Ceremony
Wednesday	D01.fe	on the	HIII	December	Areas	Open	Lunch on the hill	eas Closed	Program	Areas	Open		Flag Lowering	Supper			Water Follies		Movie Night
Tuesday	Polar Bear Swim	Flag Raising	Breakfast	Day	Areas	. Open	Lunch	Program Areas Closed	Program	Areas	Open .		Supper	on the	Hill		Chapel 8:10-8:30	Flag Retirement Ceremony	BASE Camp Scouting Heritage
Monday		Flag Raising	Breakfast	December	Areas	. Open	Lunch		Program	Areas	open .		Flag Lowering	Supper	Monday	Night	Games	OA Ice	Social
Sunday									WELCOME! Troop check-in,	Med Checks Swim Checks Camp Tour	Safety Talks, Troop Photos	Flag Lowering &	Dining Hall Procedures	Supper	SPL & SM Meeting (PG)	Emergency	Grounds	Flag Lowering (PG) and	Opening Campfire
	7:00am	7:50am	8:00am	9:00am	10:00am	11:00am	12:00pm	1:00pm	2:00pm	3:00pm	4:00pm	5:00pm	5:50pm	6:00pm	7:00pm	7:30pm	8:00pm	8:30pm	

CAMP PROGRAM MONDAY NIGHT GAMES



Monday night games will be held after dinner in the parade grounds. Campers will compete in individual and group events to earn points for a week-long inter-troop competition. Winners will earn for themselves a prize at the end of the week and will be the envy of the camp!

TUESDAY NIGHT ACTIVITIES

On Tuesday evening, your troop will have the opportunity to work together by preparing the evening meal in their campsite. After dinner, troops are encouraged to join the staff for a non-denominational worship service followed by a flag retirement ceremony.

WEDNESDAY NIGHT ACTIVITIES

Our Wednesday night activities include the ever-popular Camp Klaus Water Follies. During Water Follies, Scouts from your troop will compete in a variety of activities for the much coveted "Golden Paddle" Award.

THURSDAY-VISITORS' NIGHT AT CAMP

Families and visitors are welcome to arrive at Camp Klaus beginning at 5:00pm and check in at the Camp Office. Camp Klaus encourages all families and visitors to visit their Scout's campsite, the waterfall area, and the program areas. Scouts and visitors will gather at the parade grounds at 8:15pm for the campfire and Order of the Arrow call-out ceremony. The program will conclude by 10:00pm

Camp C.S. Klaus offers a visitor night meal at Munter Lodge from 5:00-7:00pm. Please submit the estimated number of campers, leaders, and parents that will be eating Thursday night when you register for camp. If your Troop and families don't plan to eat camp's supper, please let us know two weeks before your stay at camp so we can order food quantities appropriately. Meals are \$11.00 for adults and children 11 years old and up, \$6.00 for children 10 and under. Cash and checks accepted.

VISITOR'S NIGH SCHEDULE

5-7	Supper in Munter Lodge
6-7:30	Open climb
6-7:45	Field Sports open
6-8	Ecology & Handicraft open
8:15	Everyone assembles @ Parade Grounds
8:30	Campfire & Order of the Arrow callout

activities subject to change

^{*}Leaders should inform parents that alcohol and illegal drugs are not permitted in camp. They should also be reminded of the dress code on page 13.

CAMP PROGRAM

FRIDAY EVENING MERIT BADGE ROUNDUP



Friday evening will allow Scouts the opportunity to complete any last requirements to earn their merit badges for the week. Scouts having already completed their merit badges can meet in the parade grounds for games before the closing campfire.

ORDER OF THE ARROW(OA)



The OA members' ice cream social will be on Monday night. The OA will ask for volunteers to assist with the Thursday night program and to help with making the campfires. The Call-Out Ceremony will be on Thursday night, and instructions will be given to leaders during the leader's meeting. Note for out-of-council troops: Please see the OA's Guide for Officers and Advisers to secure proper permission for an out-of-council call out. If this is not done, we will not be able to call your Scouts out at Camp Klaus.

CHAPEL SERVICE



Scouts of all faiths observe the twelfth point of the Scout Law by worshipping in the manner of their choice. All campers are encouraged to attend the non-denominational service scheduled during the camping week. The chapel is also available for individual troop usage. Any troop interested in using the chapel during the week should contact the Program Director.

FLAG CEREMONIES



Camp-wide flag ceremonies will be at 7:50 a.m. and 5:50 p.m. in front of Munter Lodge before breakfast and dinner. All Scouts are expected to attend and look presentable in their Field (Class A) Uniform. Additional flag ceremonies will happen throughout the week in the parade grounds and will be noted on the program schedule. Each campsite is also equipped with a flag pole.

MERIT BADGES



MERIT BADGE INFORMATION

Merit badges are earned by demonstrating that Scouts have acquired skills, not merely listening to a lecture or watching others do something. The Scout leader's role is an important one in helping our Scouts "Be Prepared." After the Scout determines their goals, the Scoutmaster can help them prepare for camp.

MERIT BADGE SESSIONS

Merit Badge sessions and schedule will be released in a separate packet by February 1, 2024. Unless otherwise stated, each merit badge will be limited to 15 youth participants. If changes to the merit badge list or schedule are deemed necessary, leaders will be notified. All extra class costs will be collected the last day of Camp at checkout.

MERIT BADGES CONTINUED

MERIT BADGE/PROGRAM SIGN-UP

Registration for merit badges and other programs is through an online system on the council website (http://www.scoutsiowa.org/). Registration will open April 1st, and Scouts will be asked to fill in their merit badges. Certain merit badges will be "Wait-List Only". This is to ensure that the older Scouts are able to participate in these advanced classes. They include Rifle Shooting and Shotgun Shooting. Wait-list decisions will be made by camp administration on May 1st. At that point, all wait-list classes will open for first-come, first-served registrations.

CREDIT FOR MERIT BADGES

All merit badge completions & partials will be uploaded to Scoutbook for all units. Unit leaders need only to review and approve. A copy of all complete & partial merit badges will be emailed to unit leaders within a week of their unit checking out of camp. Records will be kept at the Council Service Center. Partial completion forms from other years at camp will be accepted.

RANK AND AGE REQUIREMENTS

The Boy Scouts of America have no set age or rank requirements for working on merit badges (except a very few badges which list a prior award as a part of the requirements). It is very important, therefore, that Scout leaders guide their Scouts in making decisions on which badges to work on. Some merit badges are very easy and are ideal for newer Scouts; some are difficult and should be left until a Scout is older.

<u>PLANNING</u>

Merit badges at camp are offered on a schedule, to allow for more focused instructional time. Scout leaders are encouraged to assist each Scout in the planning and preparation of the merit badges which the Scout wishes to take. Most merit badges have pre-camp preparation/requirements.

Counselors are available in program areas from 9:00-11:50am and from 2:00-4:50pm each day. On Thursday, program areas will close at approximately 4:00pm. in preparation for Visitors' Night. Most merit badges at camp require the Scout to attend class every day AND complete work outside of merit badge class. Aquatics, Field Sports, and select Scoutcraft Merit Badges are offered in 80-minute, rather than 50-minute sessions.

SCOUTMASTER ROLE

The Scoutmaster is the first and last step in the merit badge process. They talk to a Scout to determine needs, level of interest, amount of preparation, and helps guide the Scout to meaningful badge work. The Scoutmaster must approve a Scout to start a merit badge. If changes to the merit badge list or schedule are deemed necessary, leaders will be notified.

PRE-CAMP CHECKLIST MONTHS AHEAD OF CAMP

- Verify OA Unit Elections are held prior to camp and leaders should bring their copy of the Unit Election form to camp. Out of council units, see page 20.
- Set up any camperships necessary. Completed forms must be turned in by April 15, 2024.
- Fees due by 5pm April 26, 2024 or late fee will be charged per person.
- Decide if your Troop will participate in Troop Time. Complete and return page 23 of this guide to nettie.elliott@scouting.org if your troop would like to participate.
- Counsel Scouts on merit badge program.
- Update Youth Protection Training if needed and register all adults attending camp with your unit.

UP TO ONE MONTH AHEAD OF CAMP

- Conduct a parent's night so they are informed about their Scouts' plans for summer camp.
- Arrange leadership, transportation, and finances.
- Medical forms turned in to unit including part C.
 - Include Drug Administration Record on page 24.
- Provide each family with map to Klaus, mailing address, phone number and list of personal equipment.
- Make plans for the Visitor's Night meal at Camp Klaus—take a pre-count and submit a number. Inform the Council Service Center if your troop will not be participating in the meal.
- Fill out camp rosters (with extra copies) to have one set ready to turn in at check-in.
- Don't forget to review items with first-year parents.
- Remind parents that all youth should remain until check-out Saturday morning. If a Scout must leave before check-out, the Youth Release History form on page 25 must be completed.
- List of any special allergies, special food requirements, special teaching needs, or other physical accommodations.

WEEK BEFORE CAMP

- Extra funds for emergencies & material fees
- Collect "Youth Release History" forms for those participating in offsite activities.
- Load Troop equipment
- Verify transportation methods

Troop Time Sign-up

Troop #	Council Name		 -
Our troot	p is not participating in T	Froon time	
Our troop	p is not participating in 1	rroop time.	
Our troop	p is participating in Troop	p time.	

Please list your troop's preferences in order and an estimate of participants in each activity.

Choose from:

- Aquatics
- Field Sports
- Tower
- Parade Grounds

Preference	Activity/Program Area	Estimated # of participants
1		
2		
3		
4		

Please return completed form to Northeast Iowa Council Service Center by March 28, 2024.

Mail: PO Box 732, Dubuque, IA 52004-0732

Email: nettie.elliott@scouting.org

Routine Drug Administration Record

Name:	Campsite:					
Troop No.: _	Date of	birth:	Classification: _			
Drug hypers	ensitivity:			Weight:		
Route: P.O. = by mouth Time: PRN = as needed A.C. = before meals	Prescribing Physician: Medications: Dosage: Route: P.O. I.M. S.C. S Times: PRN Daily B.I.D. Amount in bottle:	Prescribing Physician:	Prescribing Physician: Medications: Dosage: Route: P.O. I.M. S.C. S Times: PRN Daily B.I.D. Amount in bottle:	Route: P.O. I.M. S.C. S. Times: PRN Daily B.I.D. Amount in bottle: Prescribing Physician: Medications: Dosage: Route: P.O. I.M. S.C. S. Times: PRN Daily B.I.D. Amount in bottle:	Prescribing Physician: Medications:	
I.M. = intermuscular B.I.D. = two times a day P.C. = after meals	ian:Rx: No Yes Number(s):Date filled: S.C. S.L. Topical Inhalation Rectal B.I.D. T.I.D. Q.I.D. A.C. P.C. H.S. Comments:	ian:Rx: No Yes Number(s):Date filled:S.C. S.L. Topical Inhalation Rectal B.I.D. T.I.D. Q.I.D. A.C. P.C. H.:Comments:	Rx: No Yes Number(s): Date filled: Comments: Comments:	L. Topical Inhalation ReTILD. Q.I.D. A.C. P.C. Comments: Comments: Part No Yes Number Date fille L. Topical Inhalation ReTILD. Q.I.D. A.C. P.C. Comments:	Rx: No Yes Number(s):	
S.C. = sub-cutaneous T.I.D. = three times a day Q.I.D. =: H.S. = hours of sleep (taken at bedtime)	99		<i>y</i>	5		
en at	Time	Med Time	Med Time	Med Time	Med Time	
S.L. = sub-lingual-under-tongue Q.I.D. = four times a day bedtime)	S	S	S	σ	S	
b-lingu four tim	3			≤	≤	
al-undi ies a da	-				-1	
er-tong	\$	€	\$	*	8	
<u>le</u>					⊣	
	T S		F	T S	T S	
		S				
Initial	Signature		Name	Position		

INSTRUCTIONS: Sheet is for reproduction as needed. It should be three-hole punched and kept in a binder during camp week. Use one sheet for each camper with a prescription. Record all medicines brought to camp (up to FIVE medications per sheet). The medication, dosage and dosage schedule should be copied from the prescription. Record dispensing times and days in the blocks provided for each medication as they are dispensed. After camp, place sheet(s) inside the first aid log.

Youth Release History

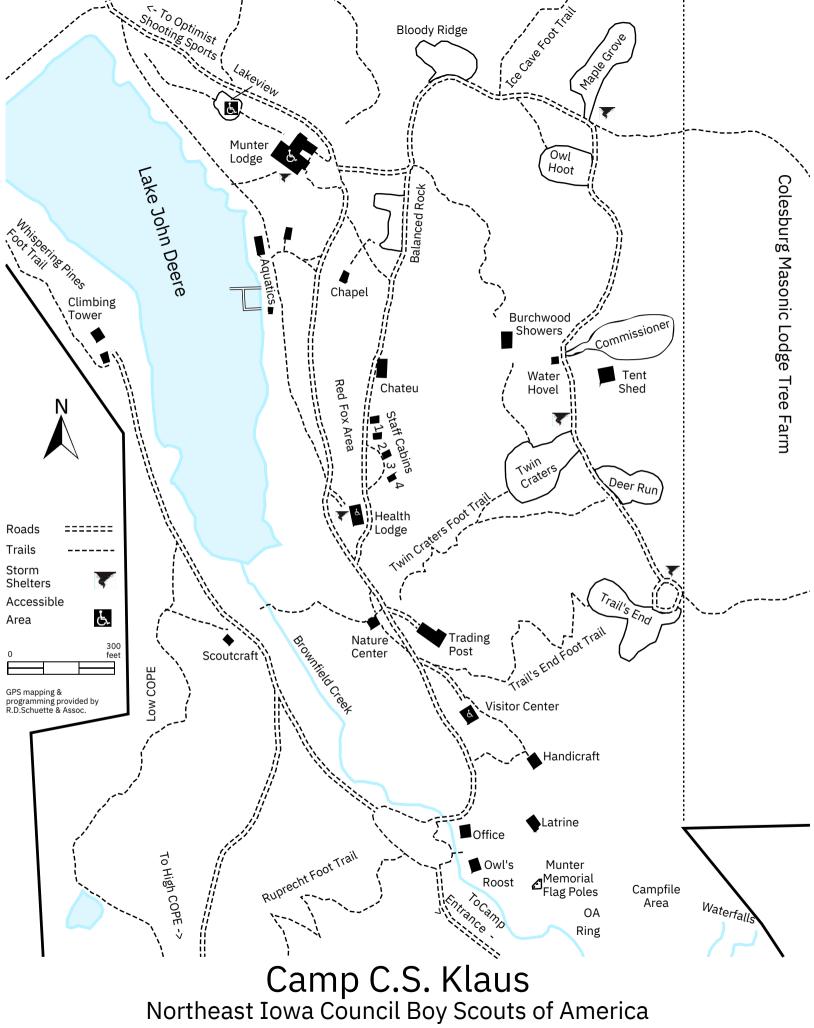
Permission for a Scout to Depart from the Premises

INSTRUCTIONS:

Youth desiring to leave camp prior to the pack's/troop's departure, or not as a part of the pack/troop, must have a release signed by their parent/guardian and approved by the unit leader. Youth will normally only be permitted to leave accompanied by their parent/guardian or for participating in an off-site activity. The form below must be used in handling all such departures.

In an emergency, it may not be possible for a parent/guardian to sign the release. In this event, sufficient information must be recorded attesting to the telephone call or means of communication by which word arrived, asking for the release of the youth. This information should document the person from whom the call was received, verify telephone confirmation of the parent/guardian asking for release of the youth, and give detailed reasons for the requested release.

REQUEST IS MADE THAT		
HOME ADDRESS		
CITY/ST/ZIP		
PACK/TROOP CAMPSITE		
BE PERMITTED TO LEAVE CAMP FOR TH	IE FOLLOWING REA	ASON:
Off-site activity or Other:		
THE YOUTH IS TO LEAVE ON DATE:	TIN	ΛΕ
ACCOMPANIED BY:		
THE YOUTH IS TO RETURN ON DATE	TIME	
In signing the request for release, BSA and the	youth's parent(s) or gu	uardian(s) mutually
acknowledge that there will be no refund of the	camp fee. Upon the y	outh's departure from the camp
the BSA or it's representatives shall not be liab	ole for any loss or injur	ry to the youth's person or
property.		
This request is made by: (Parent's or guardian's	s signature required ex	cept as noted for emergency
departure requests.)		
PARENT/GUARDIAN SIGNATURE		
TELEPHONE NUMBER (Home)		
UNIT LEADER'S SIGNATURE OF APPROV	/AL	
Before leaving the camp, youth must check out	with their unit leader	and the camp headquarters.
APPROVALS: Unit #		
SIGNED:	Unit Leader	DATE:
SIGNED:	Camp Director	DATE:



28157 Horseshoe Rd, Greeley, IA 52050