

Find your Adventure in Scouting!



April 19-21- 2024 Swan Lake State Park, Carroll Iowa

Leaders Guide

Important Information

All Policies in this packet should be read thoroughly. They are intended to ensure a safe, fun, and informed weekend.

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Table of Contents

Pre-Camp Information

❖ Camp Dates & Fee Structure	3
❖ Refunds	3
❖ BSA Annual Health Forms.....	3
❖ What to Bring	4
❖ Sled or Wagon Equipment	5

What to Expect at Camp

❖ Arrival & Check-in Procedures	6
❖ Parking	6
❖ Camp Headquarters	6
❖ Health & Safety	6
❖ Campsites	6
❖ Showers & Restrooms.....	7
❖ Food & Water	7
❖ Photos	7
❖ Valuables & Gear	7

Emergency Procedures	8
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Program Information

❖ Camp Schedule	9
❖ Camp Map	10
❖ Camp Activities	11

Departure from camp

❖ Campsite Clean-up	12
❖ Camp Departure and Check Out	12
❖ Evaluations	12

Camp Policies

❖ Adult Leadership & Youth Protection	13
❖ Insurance	13
❖ Special Needs	13
❖ Behavior Expectations and Rules.....	14
❖ Unauthorized Intruders.....	16

Pre-Camp Information

Camp Date & Location

The fall camporee will be held on April 19- 21-2024 at Swan Lake State Park 22676 Swan Lake Drive, Carroll Iowa, 51401

Registration & Fees

Registration is open to all Scouts BSA and Venturers for the entire weekend.

Registration includes the cracker barrel for Leader and SPL, access to all events, program supplies, camp fees, t-shirt (for youth participants only) and a patch. The cost is \$20.00 per Scout (\$15.00 if paid by April 12th) and adults are free). Registration closes on April 16th 2024 .

T-shirts are available to purchase for \$10 (sizes YM-AXXL) registration link. ****Must be registered by April 8th to receive a t-shirt.***

NO WALK INS allowed. You must pre-register to reserve a spot.

Refunds

Part of a Scout or Leader's fee will be refunded only under one of the following circumstances:

- ❖ Individual illness or injury
- ❖ Death or serious illness in the immediate family
- ❖ Relocation of the family outside of Mid-America Council
- ❖ Leadership decision to cancel camp

The Unit Leader must make such requests by submitting a completed [Activities Refund Request form](#).

Refunds may be requested up to **two weeks** prior to camp. Pre-registration fees for a Scout or Scouter may be transferred to another Scout or Scouter. Refunds will not be considered for requests made more than two weeks from the conclusion of the activity/event/camp. There will be no refunds under \$10.00.

BSA Annual Health Forms

All campers, including adults, MUST bring a copy of their BSA Annual Health & Medical Record with parts A & B completed within the past 12 months. ***School physical forms cannot be accepted.*** Please have these filled out for all attendees prior to arrival. You can download a copy of the BSA health form here. https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf. **There are no waivers or exemptions.**

What to Bring to Camp

- Health Form Parts A and B. You can download form here.
https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf
- Water Bottle
- Medications must be in the original container, clearly marked with name; all medications placed in a baggie with name clearly written on the outside.
- Tent or tarp, poles, and stakes
- Waterproof ground cloth or plastic sheet
- Sleeping bag, pillow, air mattress or pad
- Scout uniform and Class B (t-shirt)
- Day pack for carrying gear during the day
- Poncho or raincoat, warm jacket or coat
- Clothes for sleeping and appropriate for the weather
- Durable shoes, shoelaces
- Hat or cap, gloves
- Extra socks, shoes, other extra clothes
- Bring clothes and closed-toed shoes that can get wet (for the rafting race)
- Toothbrush, comb, toiletries as needed
- Personal first aid kit, sunscreen, insect repellent
- Flashlight, headlamp, batteries
- If coming as a troop, please bring an American flag, Troop flags and/or Patrol flags (if you have them)
- Bring a skit to perform at Saturday night campfire turn in at lunch
- Fire Starting kit
- Bring your **winter sleds with wheels** on them (you will be using these for your gear for the weekend) or a wagon to fit patrol gear.
- Above ground fire pit
- No out of Carroll County Fire wood
- Bring small cooler for your noon meal for the trail for troop
- Excitement for camp!**
- PREPARE FOR MUD!!!! Along the trail**

Sled Or Wagon Equipment

Need to have on sled (sleds are with you all day):

- First aid kit for Patrol/Troop
- Litters (bring supplies to make a stretcher)
- Blindfolds - 1 per scout
- Scout book - 1 per patrol/troop
- Passport/Ziplock bag - Staff will provide
- Backpack stoves
- Food for your troop for lunch cooking on trail
- Emergency rations / water (enough water for each member of patrol/troop to refill once)
- Ax/camp saw
- Mascot - each sled needs (can be funny but Scout appropriate)
- Blankets (emergency)
- Pen/paper
- Battery powered lantern (not flashlight)
- Mess kits/cups - enough for participants in the patrol/troop
- Compass
- Patrol Flag mounted on a stick or stave
- Rope
- Small cooler for your noon meal for troop

Scoring will be based on:

- If they have everything on list
- Mascot
- Funniest
- Nothing falling off
- Everything accessible
- Water checked in morning/afternoon

What to Expect at Camp

Arrival & Check In Procedures—Subject to change

Please plan to arrive between 5:00 - 9:00 pm on Friday. Please stop at Headquarters East Shelter to check in before proceeding to the camping area. Medications and Health Forms will be verified. Identification wristbands will be provided upon arrival. Wristbands must be worn the entire time at camp.

Campsites will be assigned upon check in. Watch for signs for directions around camping areas.

**Campers who plan to depart early must have a signed permission slip and notify their unit leader and the camp director. For those adults who are not registered campers, the individual's name must be included on the BSA Health Form as an approved adult. Any non-registered individual planning to pick up a scout from camp will need to provide a photo id at the time of pick up.*

Parking

Due to the high volume at the camp, only one vehicle will be allowed in at a time to unload gear at the campsite. After unloading, please park in the designated areas until the end of camp. Please back your vehicles in when parking, if you are able. In case of emergency, this will allow for easy evacuation.

Camp Headquarters

Camp Headquarters will be at the East Shelter. Administrative, program, and medical needs will be handled at the headquarters. Headquarters will be staffed 24 hours a day during the event in case of an emergency. All camp staff can be contacted through the camp headquarters. More details at registration.

Health & Safety

Our health station is maintained and staffed with qualified personnel for the health and safety of all campers, at all times. The health officer must check all medications, prescription and non-prescription drugs brought to camp, in accordance with BSA policy. All medications must be brought in the original container and clearly marked with a name to be kept with Scoutmaster in a locked container or vehicle. If a controlled substance, the medication must be kept in a double locked container. All injuries occurring at camp must be reported to the health officer and registered in the camp's first aid log. Upon departure from camp, health forms must be checked out with the medical personnel on site. Emergency shelter is at the Education Center on the South side of Swan Lake.

Campsites

There will be no early campsite setup. Campsite assignments will be made at check in. Campfires are only allowed in the fire rings. Campfires may never be left unattended. Make sure you put out fire when leaving the area and before going to bed. There will be no roping off of your campsite area due to safety issues. Police your area for any trash, lost items or other materials before checking out of camp.

Showers and Restrooms

Separate restroom facilities will be provided for male and female adults as well as for male and female youth. Please watch for signage. The buddy system should be used. Latrines are located throughout the camp grounds. There are no shower facilities available at this camp. Restrooms on the outside north side of the East shelter are Public restrooms.

Food

All meals will be provided by the troops and eaten along the trails. **.NO MEALS PROVIDED.** There will be a leader and SPL meeting on Friday night. A cracker barrel will be provided for that meeting. This is a time-honored tradition where we gather near the end of the day to share snacks, review the day's activities, and make our plans for the coming day.

Garbage

Please help to keep our camp clean. Please pick up all trash and take it to the designated containers. In some instances, trash may need to be packed out of camp.

Water

Hydrants are available throughout camp. Troops can bring additional water as needed.

Photos

Many photos are often taken throughout the event. If you or any members of your unit have objections or privacy concerns, please make sure to indicate this on the Medical forms consent page (Part A) and notify the Camp Director so we can honor those wishes. Also, if your unit is willing to share any pictures, please share them on Facebook. To tag our district page, type your description of the event and type **@Ohwahnasee District, Mid-America Council, @Trailblazer District, Mid-america Council, @War Eagle District, Mid America Council, @ Northwestlowa, District Mid-America Council** We're always looking for photos that capture Scouts and staff in action!

Valuables and Gear

Leaders should ask Scouts to bring as few valuables as possible to camp. **All Scout electronic devices should be left at home.** Each unit is advised, if possible, to have a leader responsible for their Scout's valuables. **Adult supervision is a MUST.** Scouts should be encouraged to respect their own gear as well as that of all others. Please oversee the behavior of your Scouts to guard against theft or vandalism of camp property.

Emergency Procedures

While camp is in session, the camp will always have someone on duty to help handle any emergency that may arise; including those that may involve the Camp Health Officer. In the event a scout needs off-site treatment, a staff member (along with the scouts' parent, guardian or leader) will take the scout to Saint Anthony Regional Hospital Carroll, Iowa, which is 2.3 miles from camp. Should a scout or leader need emergency services on site, the Carroll Volunteer Fire and Rescue Department, with ambulance service, is located in Carroll Iowa, 2.0 miles from camp.

Severe Weather/ Storm

- Check the daily weather report at Headquarters or ask the Camp Director as needed.
- The Camp Director will alert unit leaders of impending weather conditions and procedures to follow.
- Whenever a severe storm occurs, everyone in camp should move into the closest secure building.
- Avoid wide open areas (parking lots, open fields, etc) in an electrical or windstorm and avoid ground contact (assume a lightning position if needed).

Other Hazardous Weather Conditions

Special consideration must be given to atmospheric conditions that may affect campers' staff. You will be alerted to any changes in schedule and program when the following conditions exist:

- Extreme temperatures or extreme cold— Headquarters will be available to come in and get warm.
- Severe Weather Warnings—Camp Director will monitor weather warnings and notify as needed.

Personal Accident

- Administer first aid immediately.
- Report the accident to the Headquarters.
- The Camp Health Officer will administer further first aid and/or make contacts for needed assistance.

Lost Person

- Report the situation to the Camp Director at once who will spearhead operations.

Fire or Flood

- Mobilize Scouts to a safe area. Send someone to Headquarters and report the location of the fire or flood.
- In the event of fire, no units are to fight the fire. In the event of a flood, move to higher ground, stay safe and in a group.
- Emergency Management Personnel and Camp Directors will spearhead operations, Evacuation, if required, will be led by local authorities.

Active Shooter or Threat to Safety

- Notify Headquarters immediately (use the radios or phone, as needed). Give all known facts clearly and carefully. If in the vicinity of the threat, RUN-HIDE-FIGHT. Review BSA and DHS training aids for more information. Law Enforcement and Camp Directors will spearhead operations. Be patient; the event could last a while.

2024 Adventure Schedule

Friday, April 19

- 5:00 - 9:00 pm Check in. Please have each individual check in. Health forms will be collected
- 9:00 pm Leaders meeting. Leaders and acting SPL should be present to hear announcements and any event or time changes. Cracker barrel will the entire camp
- 10:30 pm All Quiet in camp. Please ensure all scouts are in camp. Be considerate of others and abide by park rules.

Saturday

- 6:30 am Reveille
- 7:00 am Breakfast in Campsites
- 7:45 am Flags/Announcements at Flag Pole by Headquarters
- 9:00 am Events - Rotation by Troops shotgun start race around the park
- 12:00 pm Lunch on the Trail (No OA lunch)—Turn in Skits,
- 1:00 pm Events - Rotation by Troops
- 2:00 pm Conservation Projects Paul Buyan awards
Meet at East Shelter Wilderness Survival - Outpost if Scout is doing this event
- 4:30 pm Events end
- 6:00 pm Supper in Campsites
- 7:30pm Retire the flags
- 8:00 pm Campfire Program / OA Call Out
- 10:30 pm All Quiet in Camp

Sunday, April 21

- 7:30 am Clean Up and Strike Camp
- 8:00 am Breakfast on Your Own in Troop Campsites
- 8:30 am Scouts' Own Interfaith Service (A Scout is Reverent) in HQ
- 9:30 am Checkout with Camp Staff
- 10:30 am All Troops have Vacated Camp

Camp Map



Adventure Events

*All events for the weekend will be based on basic Scouting skills. A scorecard will be given to each patrol listing the order of activities to visit. The score for each event will be recorded on the scorecard. Each patrol must turn in their scorecard to the Camp Director as they finish to be eligible for any awards. ****NOTE:** Nothing is to be made ahead of time for the following activities - all activities will be completed at camp. Each Troop or Patrol doing the activities around the park will need an Adult with them, this adult not from the same troop. Score cards will be given to that adult to track.*

Events for the weekend on your own time in the afternoon

Climbing wall- or obstacle course National Guard ?

Ultimate Frisbee golf -(bring your own)

Invention Trailer

Conservation Project- Paul Bunyan Award

Tom- a hawks and throwing Knives

Fishing- bring your own poles and fishing license is required for age 16 and up.

Merit Badges: Scouts have the opportunity to work on parts of Merit Badge requirements for the following.

Wilderness Survival - Outpost evening

Pioneering- free standing flag pole - competition BONUS Points for having Patrol Flags

Geocaching- GPS units - hidden geocaches along the trail.

Environmental Science/Plant Science - Scouts will get a taste of what it is like to be an environmental scientist, making observations in the natural world. Scouts will explore field botany along the trail with the new growth of plants in the spring.

First Aid - Scenarios

Hiking (parts of Merit Badge) - 3 ½ miles

Water rescue / throw bags

Amphibians and Reptiles - Scouts will see what Amphibians and or reptiles they may see along the trail.

Cooking - trail food along the trail

Fire building Challenge

Area of activities to help with Rank Advancements:

Scout- Knots need for the Pioneering , importance of buddy system

Tenderfoot- Scout will present themselves to Scoutmaster with proper gear for the campout, and sleep in a tent they have helped pitch. Assist in preparing meals prep and clean up, Demonstrate knots and knife skills , First aid and nature Importance of buddy system

2nd Class- knife skills, map and compass, cooking on a camp out, first aid skills, ID animals in nature, fire building

1st class- cooking meals on campout, knots and lashings, map and compass, ID animals in nature , first aid . navigation with map and compass, tools

Star- service project opportunity, Scout spirit, teaching the EDGE method

Life- service project opportunity , Scout Spirit , Teaching the EDGE method

Eagle- leadership and service project opportunity , teaching the EDGE method

Departure from Camp

Campsite Clean-up

Time will be allotted for campers to pack up camp and load vehicles. Remember a scout is clean, please police your campsite and leave it better than when you arrived. Remember to please "Leave No Trace."

Camper Departure and Check Out Procedures

Campers must sign in and out at the Headquarters. Campers must notify their unit leader and the Camp Director prior to leaving camp. For campers to be released or picked up, permission must be indicated on the medical form and signed by the parent. At the time of departure, an in-camp adult leader must be present to verify all records and that all adults involved are approved.

**Campers who plan to depart early must have a signed permission slip and notify their unit leader and the Camp Director. For those adults who are not registered campers, the individual's name must be included on the BSA Health Form as an approved adult. Any non-registered individual planning to pick up a scout from camp will need to provide a photo id at the time of pick up.*

Evaluations

Each adult will receive an emailed survey with an evaluation following the conclusion of camp. Please take the opportunity to fill out the evaluation form and return it before you leave camp. Your feedback is valuable to our camp staff. We appreciate your comments, concerns, and opinions.

Camp Policies

Adult Leadership

It is the policy of the Boy Scouts of America that trips and outings may never be led by only one adult. **Two registered adult leaders OR one registered adult leader AND a parent or guardian of a scout (one of whom must be 21 years of age) are required for all trips and outings.** Adults must have current Youth Protection Training. If you do not have two deep leadership, please contact any of the camp directors and we will combine your units.

Youth Protection

BSA Youth Protection rules are in effect for camp. Refer to the Guide to Safe Scouting.

- Two deep leadership is required in the campsite any time there are youth present.
- One adult leader must be a BSA registered volunteer.
- Separate tenting arrangements must be provided for male and female adults as well as for male and female youth.
- Youth sharing tents must be no more than two years apart in age.
- In Cub Scouting, parents and guardians may share a tent with their family.
- In all other programs, youth and adults tent separately. ([Youth Protection and Barriers to Abuse FAQs](#))
- Spouses may share tents.

Insurance

All adult leaders and Scouts must be registered members of the Boy Scouts of America. The Mid-America Council has purchased the National Boy Scouts of America Council Accident & Sickness Insurance Plan, which will cover all registered Mid-America Council Pack, Troop, and/or Crew members for both accidents and illnesses that manifest during participation in Scouting activities. All out-of-council units will not be covered by the Mid-American Council plan and should bring proof of insurance from their council (BSA Annual Health & Medical parts A & B). **All other non-Registered BSA Members (siblings and/or friends of scouts) attending camp will not be covered by the Mid-America Council insurance plan** and the parent or adult will assume responsibility for any accidents and illnesses at camp for their non-Registered BSA youth.

Special Needs

We work hard to make our camp comfortable and accessible to those with special needs. If anyone in your unit has special dietary, health, or mobility needs, we ask that you please make your needs known as soon as possible to allow time for reasonable accommodations for your requests. **To allow adequate time for arrangements to be made, please email the camp director two weeks before the camp session.**

Peanut Allergy: We recognize that the occasional Scout or Scouter may have a peanut allergy. We are not able to create a peanut-free environment in camp. However, peanut-free tables will be identified in the dining pavilion if needed. It is your responsibility to let camp staff be aware of this need.

Staff Responsibilities

Each activity area will have an assigned camp staff member that is familiar with the program, camp layout, and camp policies. He or she will be a registered member of the BSA and will be your group's primary resource for a quality camp experience. This person is to be your support for your program, not to provide adult leadership and discipline. The same holds true for all staff members.

Camp Behavior

The Scout Oath and Law will govern the behavior of all participants during the weekend. Any form of bullying, hazing, ridicule, or fighting is unacceptable and may result in expulsion from camp. Profanity is unbecoming of a Scout or Scouter and is not tolerated at camp.

Camper Discipline

Discipline is the responsibility of the adult leadership attending with the unit. The camp staff is available to help with, but not take over, any discipline problem. Under no circumstances is corporal punishment allowed. Take all serious discipline problems to the Camp Director. The Camp Director reserves the right to remove any person from camp who may present a threat to any camp staff or attendees, or to camp property.

Alcohol and Drugs

There are absolutely no alcoholic beverages or unapproved drugs allowed in, or to be consumed at camp. Anyone violating this policy will be asked to leave immediately and, if applicable, the appropriate law enforcement agency will be contacted. Prescription drugs need to be checked in by the camp's health officer and noted on your health form. Drugs will be dispensed by the camp health officer.

Tobacco Usage

Tobacco usage is not allowed at camp. If it is legal for you to use tobacco and you must do so, you must secure permission from the Camp Director and follow strict directions on where and when it is appropriate to use.

Knives

Scouts must have a "Whittling Chip" or "Totin' Chip" card to use a knife at camp. This card can be earned at camp, so the knife must not be used until it is earned. Blades may not be longer than four inches and must fold. Sheath knives are not permitted.

Pets and Wildlife

No pets are allowed. Do not attempt to touch or feed any wildlife. Report any wildlife that behaves in a strange manner to a staff member. This includes showing no fear of humans, biting, scratching, etc.

Electronic Devices

These devices are not needed in camp. If a radio is needed, it must have headphones. Hand-held video game devices and cell phones are discouraged due to their significant program distraction.

Trading Post

There will be a Trading post on site. Bring along some cash to buy that new camping item.

Dress Code

Clothing should be appropriate for the weather for all attendees. Scouts can be in either Class A uniform or Class B t-shirt. Open-toe sandals and flip flops are not permitted in camp. Waterproof hiking shoes or tennis shoes are preferred. This is for your safety and protection.

Lost & Found

Please mark all belongings with name, city, and troop number. Lost and found items can be found in the main shelter during camp. Items not claimed after the completion of the event will be posted on the district Facebook page and brought to the next roundtable meeting.

Fishing Licenses

All bodies of water are subject to Iowa rules and laws regulating fishing. Anyone wishing to fish who is 16 years of age and older is required to possess an Iowa Fishing License. Licenses are NOT available at camp. It is the angler's responsibility to understand and adhere to all applicable IA fish and game laws.

Fire Wood

In order to control invasive species, NO Firewood may be brought into county or state parks from off-site. Firewood may be gathered from downed trees and the ground in the park. Please do not cut anything out of living trees. Talk to the Logistic team about the trailers of wood to use.

Quiet Hours and Bedtime

A Scout is Courteous. Quiet hours are from 10:00 pm - 7:00 am. All is quiet at 10:00 pm each evening unless otherwise specified. These hours are in effect both in the main camp and throughout the park. There should be no loud noises or other noisy events to disturb others. All scouts should remain in their own campsite until reveille. Leaders are responsible for their unit's conduct. We also have to abide by the County or State Park guidelines on noise.

Preventing Unauthorized Intruders

Camp Staff and volunteer leaders play a primary role in preventing the intrusion of unauthorized volunteers or guests at camp. The following procedures will be implemented at camp to prevent intrusions of unauthorized visitors from escalating to the youth protection issues.

- All leaders and campers are instructed to wear the identification wristband supplied to them upon arrival. Camp staff are identified with appropriate staff brightly colored t-shirts or hoodies.
- Leaders will be instructed to “check in “ at their campsite throughout the day. All units will be encouraged to have a leader remain in the campsite whenever possible.
- All “mobile“ staff members will be trained to watch for unauthorized visitors while traveling throughout camp.
- The buddy system will be emphasized to all scouts and leaders during the welcoming SPL and Leaders meeting.
- All quiet is at 10:30 pm on Friday and 10:00 pm on Saturday night. After taps, Camp Staff will tour the camp looking for anything out of the ordinary.

The following procedures will be shared at the SPL and Leaders meeting:

- All visitors must report to Camp Headquarters to sign in and out. The Camp Director keeps a log book of who is in camp at all times.
- If an unauthorized visitor is suspected, notify the nearest program area or volunteer leader. All program area directors will be made aware of the best communication methods available. The program area director should report the suspected intrusion to Headquarters. The program area director should remain available to provide more information. Do not allow the suspected intruder to roam free without supervision or monitoring.
- The Camp Director will proceed to the area with another adult member of the camp staff to question the suspected intruder.
- If the suspected intruder flees, the Camp Director and Camp Staff will determine the best course of action moving forward.
- Program areas should continue as usual unless the Camp Director determines the situation warrants a return of all Scouts and leaders to their campsites. If necessary, the camp will implement the lost scout Emergency procedures.
- The Scout Executive will be notified. An assessment of the situation will be made and, if warranted, the local law enforcement agency will be notified.