

PIONEER DISTRICT

Leaders (and Parents) Guide



for Cub Camping Events at Patriots' Path Council Camps

Winnebago Scout Reservation (WSR)

102 Timberbrook Road, Rockaway, NJ 07866

Curt Haak – (973) 983-9075

and

Mount Allamuchy Scout Reservation (MASR)

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Communicate & Disseminate

It is the responsibility of all Cubmasters, or Pack Leaders in charge, to make sure that everyone in the Pack is aware of the policies & information in this Handbook prior to attending a District Cub Camping event.

ALL adults are asked to please help ensure that these policies & guidelines are adhered to by everyone attending. Doing so will ensure a happier, safer & more positive Scouting experience for all. Thank you!

First and Foremost

BSA has many rules and guidelines that are meant to keep everyone enjoying the Scouting Program safe, and to ensure compliance with Insurance requirements.

Having properly trained Leaders is one of the most important.

In order for Cub Packs to camp overnight *anywhere*, at least one Leader in the campsite MUST have completed BALOO training!

Please note: that means if your BALOO-trained Leaders are not arriving until Saturday, members of your Pack cannot arrive on Friday night; and please understand that if illness or other circumstances requires your BALOO-trained Leader(s) to depart early, the entire Unit must depart also.

Zero Tolerance

As outlined in the Scouter Code of Conduct, Scouting activities are not a place to possess, distribute, transport, consume, or use alcoholic beverages or controlled substances, including marijuana. In other words- any items prohibited by law or in violation of any Scouting rules, regulations, and policies.

In addition, the Code of Conduct specifies that if you are taking prescription medications with the potential of impairing any functioning or judgment, you will not engage in activities that would put youth at risk, including driving or operating equipment.

Anyone found violating this National BSA policy will be expelled from the camp.

VEHICLES

PARKING

Everyone needs to bear in mind that there is limited space in our Camp parking lots; and each of our Camps only has one single-lane access road in & out.

Therefore, it would be a *tremendous* help to the Event Staff running the event if both overnight campers AND day-trippers could plan to carpool as much as possible. That makes parking management and check-in easier and safer for all.

“A Scout is Courteous” - please be respectful of Parking Staff and follow their directions!

A parking pass can be found at the end of this Leaders Guide. If you are driving to a Cub Camping Event, we ask that you print one out... fill out your name, Unit number, and phone number... and place it on your dashboard when you arrive and park. This will enable Event Staff or other drivers to contact you if there are any issues involving your vehicle.



“BEAR CARS”

These are the vehicles transporting the Unit’s food and group equipment, including trailers. Typically, we only allow TWO (2) vehicles per Unit to drive into the Camp and park at the campsite. Those vehicles are expected to remain parked at the campsite for the duration of the event; so please plan accordingly.

Event Staff will do their best to inform Units in advance if a decision is made to allow additional vehicles.

ALL OTHER VEHICLES

We generally do NOT allow vehicles other than the “bear cars” to drive into camp- not even to drop things off and then return to the parking lot. This rule is meant to keep the camp road as safe as possible for our campers (especially the small ones). **Only authorized Camp & Event Staff should be driving on Camp roads once an event is underway.**

As such, all campers are encouraged to bring some form of wagon, to make it easier to transport your personal gear from the parking lot to your campsite. (Anything with wheels works- collapsible wagons or shopping carts, old strollers, “little red wagons”, beach carts, etc.)

PLEASE NOTE that these rules apply to departures at the END of our event as well! Unless Event Staff specifically grants an exception, NO ONE should be driving into camp just to pick up their personal gear. If you walked it in from the parking lot, you should be walking it out.

**If you ARE permitted to drive a vehicle into camp,
the speed limit is ALWAYS 10 mph.**

ARRIVALS & DEPARTURES

CHECK IN

All attendees MUST check in with someone upon arrival. Depending on the way the event is being run, attendees will either check in with Event Staff as they enter the camp OR check in with their Unit leadership at their site. Due to safety rules, we MUST know who is physically in camp throughout the event.

Friday night- please ARRIVE between 6pm and 10pm.

Do NOT arrive before or after that, because Event Staff are all volunteers who need time to get to camp themselves, and they also deserve to rest. You should arrive as early as possible, so you have daylight to set up your campsite.

Saturday morning- please ARRIVE between 7am and 9am.

If Event Staff are not yet present, do NOT park or enter camp until they are! You should arrive as early as possible, so you can set up your campsite BEFORE program begins!

IDENTIFICATION

Wristbands, handstamps, or any other form of identification is required by Event Staff, adult AND youth have those on their person for the duration of the event. This is to ensure the safety of our youth and for the Event Staff to know who is permitted to be at the event or not.

ROSTERS

In order for Event Staff and Camp Staff to comply with Safety rules, your Unit Leadership MUST provide Event Staff with a final copy of your Unit's attendees (adults and youth) by the designated lunch time on Saturday. This should give your Unit more than enough time to include any stragglers or other changes.

Your roster should include cell phone numbers for all adults- especially the Unit Leaders.

CHECKING OUT

Sunday morning- everyone must be out of camp no later than 11:00am.

Allow your Unit enough time to have breakfast, take its gear to the parking lot, thoroughly police your site, and have your site inspected by a member of the Event Staff.

Units are encouraged to ask their families to stay until the site is inspected, and any SERVICE PROJECT assigned to your Units is completed, so responsibilities are shared by all. (This typically involves asking Units to police an area of the Camp.)

SAFETY

GUIDE TO SAFE SCOUTING

The BSA Guide to Safe Scouting is the publication from the National office that establishes many of the policies/guidelines for Scouting activities that Event Staff **MUST** follow. It is also a valuable resource when you or your Unit has questions, concerns & clarifications.

The Guide to Safe Scouting is frequently updated, so the best way to refer to it is online:
<https://www.scouting.org/health-and-safety/gss/>

TWO DEEP

When youth are in the campsite, there **MUST** be two or more adults present.

ACTIVITIES

BSA has established guidelines for its members' participation in camping activities. To quickly check if something at camp or a station being run by the District is appropriate for your Scouts of different ranks, you can refer to the chart "Age-Appropriate Guidelines For Scouting Activities."

It can be downloaded here: <https://filestore.scouting.org/filestore/HealthSafety/pdf/680-685.pdf>

BUDDY SYSTEM

At **NO** time should we ever see Scouts walking alone. Even if Scouts are deemed mature & responsible enough to navigate parts of camp themselves, they still must do so with at **LEAST** one buddy! Otherwise, Scouts should be accompanied by their parent, or more than one Leader.

IF any child is found walking alone, "a Scout is Helpful." Adults should help them find their buddy or Unit Leader.

LEAVING CAMP

Once checked in for an Event, **NO ONE** should leave without informing **EITHER** one of your Unit Leaders **OR** someone on Event Staff. This is **ESPECIALLY** true if you are leaving the Event due to an illness or injury. During events, it is imperative that Staff can confirm who is—and who is *not*—on the premises, in the event of an emergency. So if you are leaving, **PLEASE** be sure to inform someone in Leadership first.

Emergency departures will **ALWAYS** be escorted out of camp. This is for the safety of the rest of our campers, and safety on the road.

If you return to camp, you must again inform your Unit Leadership and Event Staff.

MEDICAL

FORMS

Camporee attendees—both adults and youth—are required to have parts A & B of the BSA Annual Health and Medical Record completed and available on-site. If an incident occurs that requires medical treatment or renders someone incapacitated, the Unit should be prepared to provide pertinent information to first responders.

It can be downloaded here: https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf

BASIC FIRST AID

It is mandatory that each Unit have some form of group-level first aid kit displayed at their campsite so that everyone knows where it is and has access to it. This should enable your adults to handle any minor cuts, scratches, or mild illnesses.

For injuries or illnesses that are “more than a boo-boo”, the District will have a trained EMT on site. They can likely be found at the Health Lodge; but you can contact ANY Event Staff who can locate them by radio or phone for assistance.

EMERGENCIES



In the event of a medical emergency, **CONTACT THE EMT ON SITE**—either directly, through Event Staff, or by contacting Camp Staff.

At Winnebago, local EMS is 973-625-4000; and the nearest hospital is Saint Clare’s Health @ 25 Pocono Road in Denville (973-625-6000).

At Allamuchy, local EMS is reached by dialing 9-1-1; and the nearest hospital is Hackettstown Medical Center @ 651 Willow Grove Street in Hackettstown (908-852-5100).

INCIDENT REPORTS

An incident report is to be filed whenever a Scout experiences a serious illness or injury, especially when it results in a shortened stay at camp or requires further medical treatment.

Each Unit will assume responsibility for filing incident reports for any accident or injury to Unit members, or damage to the Unit’s equipment.

An incident report should also be filed when a Code of Conduct violation or damage to Camp property occurs, so there is documentation for further review.

The Incident Information Reporting Tool can be found here: <https://www.scouting.org/health-and-safety/incident-report/>

ENJOYING OUR CAMPS

Fires

- There is plenty of downed wood available in and around the campsites; you will just need to collect it.
- You can bring your own firewood into our camps as long as it is native to NJ, or if it is kiln-dried purchased from a store.
- Although your assigned campsite might have more than one established fire ring, we ask that each Unit have only one campfire.
- You **MUST** have one or more large buckets of water, and a shovel or rake near the fire ring.
- No campfire should **EVER** be left unattended. Active campfires should **ALWAYS** be monitored by an adult.
- Campfires are not “bonfires”. In general, the flames of your campfire should not exceed **THREE FEET** in height.
- If Event Staff determine that your campfire has grown so large as to be unsafe, you will be required to extinguish it.
- Units may cook over flames or coals in established fire rings, using charcoal in established fire rings or charcoal grills, or by using stoves or grills powered by approved liquid fuels. To review that policy, please refer to the Chemical Fuels and Equipment guidelines: <https://www.scouting.org/health-and-safety/gss/gss06/>
- Fires should be completely extinguished before the last adult leader in the campsite retires for the night, and/or should be completely extinguished before the Unit is ready to check out at the end of the event. (No glowing embers; no smoke or steam; cold to the touch.)

Food

- Do not leave any food, leftovers, snacks or scraps out in your campsite. This is especially true when leaving the campsite unattended during the day, and once the sun goes down.
- Food should be stored in your “bear cars”, trailer, or in coolers with lockable lids.
- **NEVER** bring food, snacks or candy into your tents. Don’t give animals any reason to visit you in your tent!

Garbage

- Do not leave any garbage in your campsite. This is especially true when leaving the campsite unattended during the day, and once the sun goes down.
- Garbage should be stored in your “bear cars”, trailer, or brought down to the camp dumpster before your site retires for the night.
- When you bring your garbage to the camp dumpster, approach cautiously and bang on it before opening it, to make sure no animals are present.
- When putting garbage into the dumpster, it is best to open the bag, dump the garbage in loose, and then throw the bag in. If you put the garbage in bagged, bears will occasionally get into the dumpster and pull the entire bag out, dragging it into the woods to get at the contents. That can result in a trail of mixed garbage throughout the camp.
- **NO** trash should be thrown down into the pit latrines in the campsites.
- Scouts always do their best to recycle whenever possible.

ENJOYING OUR CAMPS

Animals

- Food and “smellables” (anything naturally or artificially scented) can attract animals. They can be as small as field mice and chipmunks; medium sized, like raccoons, fox & skunk; or as large as black bear. Don't give animals any reason to visit you in your tent!
- **Black bears** ARE found throughout NJ, which includes BOTH of our camps. Just be aware, not afraid! To learn a lot more about them, visit the NJ Fish & Wildlife site: <https://dep.nj.gov/njfw/bears/>
- Young Scouts are prone to catch small critters like frogs & salamanders. If you notice this happening, remind them that the animals are living things that belong in our woods.
- Always remember that our camps are HOME to the animals, and we are just visitors.

Natural environment

- Please do not kick, roll or otherwise move rocks or logs that line trails & sites around camp. Many of these are placed to assist with soil conservation/trail erosion.
- Do not carve into living trees, or pull down green, living branches.
- Throwing debris or garbage of any kind into the lake is prohibited.
- There is no reason for Scouts to be throwing rocks outside the designated “rock throwing” areas.
- There are many large boulders and rock faces located in our camps. It is recommended that you discourage your Scouts from trying to climb/stand on them, except as part of official bouldering or climbing activities with proper safety measures in place.

Camp structures

- Please do not damage or deface any property. Do not carve or draw anything on tables, platforms or pavilions.
- Tent platforms and lean-to's can be used by campers for their own tents, but please do not drive any nails into them.
- Campers are on their Scouts' Honor to report any damages; and Units should take financial responsibility for necessary repairs.
- Respect the privacy of the Reservation Director's residence.

Bathrooms

- Having clean, modern bathrooms and showers in camp should be viewed as a privilege. All campers should do their part to keep them as clean as possible.
- Excessive garbage, or jamming the toilets, CAN result in the bathrooms being closed, leaving everyone to use the pit latrines still in all campsites.
- When queued for showers, please remember that “a Scout is Courteous” and “a Scout is Kind”. There should be no comments or behavior that might be viewed as insulting by anyone waiting their turn.
- Bear in mind that the bathrooms *could* be your Unit's service project.

ENJOYING OUR CAMPS

Fishing

- Fishing is allowed at both our camps; and fishing licenses are NOT required.
- Campers are responsible for bringing their own rods, tackle & bait.
- Camp lakes are “catch and release”.
- If Fishing is one of the Camporee activities, please follow the instructions of Event Staff overseeing the Fishing area.
- If Fishing is NOT one of the Camporee activities, Campers are generally allowed to fish at their leisure during daylight hours. Please be respectful of—and safe around--others.
- NEVER fish from ANY dock or shoreline within the Aquatics swimming areas!
- At Allamuchy, the designated fishing area is the dam near the entrance of camp.
- At Winnebago, the fishing dock is down below the Chapel; or you can also fish from the shoreline at the end of the lake at Searing site.

Common sense

- Appropriate footwear should be worn at all times. Flip-flops and other open-toed shoes are not appropriate for camp; and barefoot is absolutely not permissible.
- There is generally no running through camp, unless part of an organized activity in a designated area.
- Campers should stick to established paths, roads, campsites & cleared activity areas to minimize possible exposure to poison ivy and ticks.
- There is no wading, swimming or boating in our camps, unless a certified Aquatics Director and staff is on site to open & operate the waterfront.
- No campers are permitted to bring privately-owned shooting sports equipment (firearms, bows, crossbows, slingshots) into PPC camps. Please note that this also applies to off-duty law enforcement.
- No fireworks or explosives of any kind are allowed in PPC camps.
- Please be aware that fixed-blade sheath knives are prohibited in PPC camps.

Smokers

- BSA’s official position: An important way adult leaders can model healthy living is by following the policies on alcohol, tobacco, and drugs. Leaders should support the attitude that they, as well as youths, are better off without tobacco in any form and may not allow the use of tobacco products at any BSA activity involving youth participants. This includes the use of electronic cigarettes, personal vaporizers, or electronic nicotine delivery systems that simulate tobacco smoking. All Scouting functions, meetings, and activities should be conducted on a smoke-free basis, with smoking areas located away from all participants.
- At all Scouting events, the rule of thumb is that there should be no smoking or vaping within the view of any youth.
- At PPC camps, smoking is only allowed at the parking lots, out of view from any youth; and you are required to “field strip” your cigarette butt when finished: make sure the burning end is completely out, and break the filter off so you can place it in the trash rather than leave it on the ground.

SUGGESTED PACK EQUIPMENT

- Propane stove & cylinders as needed for cooking
(Don't forget to bring empties home)
- Pots, pans & utensils for the meals you plan to cook
- Whatever you need to make coffee, hot cocoa, juices
- Cleaning supplies to wash dishes (bins, soap, sponge, towels)
- Disinfectant for latrine cleaning
- Extra toilet paper/napkins/paper towels
- Lanterns to illuminate common areas at night
- Dry firewood
- Dry paper or natural fire starters to start fires
- Bucket(s) for water at fireside (mandatory)
- Shovel/rake to keep at fireside (mandatory)
- Tarps or pop-ups in case of rain, for food prep/eating area
- Garbage bags
- Matches/lighters
- Pack flags for opening ceremony
- Hammer/mallet to drive tent pegs into the ground
- Games in case of bad weather
- First aid kit (mandatory)
Suggestions: band-aids, adhesive bandages, gauze, antiseptic pads, peroxide, instant ice packs, acetaminophen, baby aspirin, antacid, adhesive tape, ace bandage, scissors, tweezers, "tick key", gloves

SUGGESTED PERSONAL EQUIPMENT

- ___ Tent
- ___ Ground cloth/footprint to put under tent (plastic or vinyl sheeting)
- ___ Sleeping bag and pillow
- ___ Sleeping pad or extra blankets to insulate between your sleeping bag and the ground
- ___ Flashlight with batteries
- ___ Supply of dry clothes, especially socks and dry shoes or boots in case of rain or mishaps
- ___ Scouting/pack t-shirt to wear for the day on Saturday
- ___ Official BSA uniform ("Class A") for opening ceremony
- ___ Pajamas or sleeping attire ("long johns", sweats)
- ___ Rain gear (umbrellas are not practical in the woods)
- ___ Sweater, sweatshirt or jacket and hat appropriate to weather
- ___ Eating utensils, plate, cup
- ___ Toiletries (Soap, towels, toothbrush, toothpaste, comb, etc)
- ___ Insect repellent
- ___ Sunscreen
- ___ Water bottle or canteen
- ___ Personal First Aid kit
- ___ Camping or lawn chair
- ___ Toilet paper –just in case
- ___ Plastic bags for both clean and dirty clothes
- ___ Fishing gear, bait
- ___ Optional: watch, camera, notebook, pen or pencil
- ___ Scout Handbook

Site Inspection Criteria

All fire rings cold and clear of trash _____

Wood piles replenished _____

Latrines clean and hosed out _____

All garbage taken to the dumpster _____

Platforms returned to their original position _____

Lean-tos cleared out (if used) _____

Camp service project completed _____

Remember: We want to be invited back again, so leave the camp cleaner than the way you found it.

IT'S SHOWTIME!

Please let us know what your Unit plans to do at the campfire, so that we can plan our Program! This is also how we prevent units from performing the same skit or song. Please fill out the form at the end of this Leaders Guide, and have someone turn it in at Camporee Headquarters by 4 pm on Saturday.

Thank you!



CAMP-WIDE SERVICE PROJECT

Sunday morning at 9 A.M., a representative from each Unit must stop in the Camporee Headquarters to receive the Unit's area for their service project. Each Unit will be given a section of the camp to police for trash. This project must be completed before your Unit's campsite can be inspected, and before your Unit leaves for home.

Remember: Leave No Trace!

HANDICAPPED ACCESSIBILITY STATEMENT

In compliance with the Americans with Disabilities Act, the Patriots' Path Council, Boy Scouts of America will make all reasonable efforts to accommodate persons with disabilities at its meetings. Please call Victoria Moran at 973-765-9322 Ext.250 with your request.

PHOTO RELEASE

I understand that by attending this program, sponsored by the Patriots' Path Council, Boy Scouts of America, I consent to the use of photographs, film, videotapes, electronic representations and/or sound recordings made of me during that time by the Boy Scouts of America, at their discretion, and I hereby release the Boy Scouts of America from any and all liability from such use and publication.

RULES FOR ACCEPTANCE AND PARTICIPATION IN THE PROGRAMS

Rules for acceptance and participation in the programs are the same for everyone without regard to race, color, national origin, or handicap.

CANCELLATION POLICY

In all programs offered by the Patriots' Path Council, BSA, a great deal of planning and purchasing takes place well in advance. These plans include, but are not limited to, staff, food, program materials, patches and awards, rental and purchase of equipment, and in some cases, items of clothing such as T-shirts that are given as part of a program fee.

When an individual or group makes a reservation for an activity or program, these items are included in ordering of materials and staffing for that event.

REFUNDS

Individuals or groups that cancel a program reservation 30 days prior to the date of the event will receive a refund of fees paid, less a 15% administrative charge. No refunds will be made after the 30 day cancellation deadline, unless there is a medical or other emergency.

ALL CANCELLATIONS MUST BE MADE IN WRITING AND SENT TO THE PATRIOTS' PATH COUNCIL, 1 Saddle Road, Cedar Knolls, NJ 07927 P
973.765.9322 | F 973.765.9142



PIONEER CUB CAMPOREE Parking Pass

Please check the days you expect to be on site:

F ___ Sa ___ Su ___ Daytripper ONLY ___

Name: _____

Site: _____

Cell#: _____

Please circle one:

PACK or TROOP

UNIT#: _____

----- CUT HERE -----



**CAMPFIRE
PARTICIPATION**



Pack/Troop # _____

Patrol Name _____

(Patrol) Leader _____

What are you prepared to perform at the campfire?

SKIT 1 _____

SKIT 2 _____

SONG 1 _____

SONG 2 _____

CHEER 1 _____

CHEER 2 _____