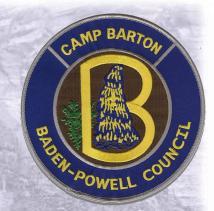
# CAMP BARTON





# BADGES ATTOMATION OF THE PROPERTY OF THE PROPE

ADVENTURE - ADVANCEMENT - TRADITION

LEADERS GUIDE

2024



BOY SCOUTS OF AMERICA®
BADEN-POWELL COUNCIL

1

# **Welcome to Camp Barton!**

2024 marks the 3rd Season of the Badges at Barton Program at Camp Barton, our 102<sup>nd</sup> summer of service to Scouting, and our 97<sup>th</sup> summer at Frontenac Point. Badges at Barton is a unique camping experience which provides opportunities for merit badge achievement, rank advancement, & skill acquisition through a flexible, time efficient, & cost effective "Scout Customized Program".

This unique short term camping experience provides Scouts and Adults opportunities to achieve or progress through Merit Badges and or engage in Weekend-Long Specialty & High Adventure Programs.

We want to take a moment to welcome you to this hallowed ground we call camp, to the Finger Lakes Region of upstate New York, and for some of you, to the north eastern United States. We are honored to be part of your Scouting journey, and it is our privilege to provide this experience to you.

7 decades of service, leadership, and dedication to Scouting will be represented in our staff at Camp Barton this summer. We are comprised of numerous alumni and "Bartonian's" all working together to lend forward their personal and professional experiences in order to provide an outstanding opportunity for each of you to partake in. Likewise, we hope to share our history and traditions and learn about yours. We seek to ensure that you feel part of our family during your stay and onward.

As you go through this guide, **please read it carefully**; the details enclosed are critical to our success as a camp, and to your ability to take full advantage of the program we are eager provide you. We hope to communicate this information to you as easily as possible. Let this guide serve as a reference to you moving forward but please know that we are here to speak on its behalf whenever needed.

If you have questions, please do not hesitate to e-mail us <a href="mailto:badgesatbarton@campbarton.org">badgesatbarton@campbarton.org</a> or contact our professional staff advisor, and the Baden-Powell Council's Program Director, John Babbage at 607-648-7888.

We look forward to seeing each of you this summer at Camp Barton!

In the spirit of Scouting,

# The Camp Barton Staff Administration

Badges at Barton | Camp Barton BOY SCOUTS OF AMERICA Baden-Powell Council, #368





# **BSA Mission Statement**

To prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law." The emphasis in this statement is on the behavioral changes that the organization stimulates in the youths who come into contact with it.

# **Our Statement of Purpose**

It is our purpose to instill the ideals of Scouting in a fun setting and to encourage leadership, friendship, and service to others. The values we promote, and our camp rules are best summarized in the Scout Oath and Law. Through the Scout Oath and Law, the Camp will provide an outdoor experience that fosters a growth in moral strength and character, promotes participation in citizenship, and development in physical, mental, and emotional fitness.

#### **Baden-Powell Council Service Center**

2150 NY-12 Binghamton, New York 13901 Office Phone/Professional Staff: 607-648-7888 Ext 107

#### Mail to:

P.O. Box 66 Binghamton, New York 13903-0066

#### **Camp Barton**

9640 Frontenac Road Trumansburg, NY 14886 Office Phone: 607-387-9250

#### **BADEN POWELL COUNCIL WEBSITE:**

www.bpcouncil.org/camping/campbarton/



Council Professional Staff
Council Scout Executive - Matthew Bull
Council Business Manager - Paige Benware

Camp Barton Administration
Camp Director - George O'Connell
Council Program Director - John Babbage

#### **BADGES AT BARTON WEBPAGE:**

www.tcscouts.org/badges



#### To Send Mail to Your Scout

Scout's Name Unit Number
Camp Barton
9640 Frontenac Road
Trumansburg, NY 14886

# 2024 Pre and Post Camp Stewardship Opportunities

#### **Camp Service Days**

March 24 - Mini Work Party

Camp Barton Spring Cleaning - April 20

Camp Barton Camp Set Up Day - June 15

Camp Barton Beaver Day - July 13

Staff & Volunteer Service Corps Week - July 22 - 25

Camp Breakdown Day - August 25

Paul Bunyan Day - November 9

- Work RAIN or SHINE
- Lunch Provided
- · Camp Friday or Saturday or both nights
- Waived camping fees during service weekends





#### **CAMP BARTON SERVICE CORPS**

The Service Corps is a CBSAA Sponsored Division of Service to Camp Barton comprised of Adult Skilled Tradesman & Volunteers lending their skills and time to the upkeep and conservation of Camp Barton. Many hands make light work so if service and elbow grease are your thing-join the service corps today!!

service@bartonstaffalumni.org

If you wish to schedule an alternative work weekend, please contact the CBSAA Service Chairman.

If you would like to make a donation to a specific project for camp, please contact both of the following:

John Babbage - Council Program Director - john.babbage@scouting.org

CBSAA Service Chairman - service@bartonstaffalumni.org

#### **Fees**

#### Standard Attendee Fee (Scout or Adult) - \$70

Saturday Only Attendee \$50.00
 2nd Weekend Return \$60.00
 3rd Weekend Return \$60.00
 4th Weekend Return \$60.00

#### **Fee Incentive Opportunities**

- ✓ Stannard Registration Fee is waived for 1 leader per unit who registers 10 Scouts for 1 session & is 50% off 1 adult for every 5 additional Scouts.
- Standard Registration Fee is waived for Adult Leaders who volunteer as a Provisional Troop Leader during a separate weekend session and is reduced by 50% for all leaders of a unit which agrees to accept provisional campers into their troop for the weekend upon arrival to camp.
- Registration Fee is waived in any session for all Adult Leaders who register in full as Volunteer Staff in an agreed capacity by June 15.
- Scouts who attend a weekend long Specialty\* or High Adventure Program receive a 2nd Standard Registration for half the regular fee.
  - \*Does Not Apply to Sidney Winter Trail Program
- ✓ Registration Fee for one session is waived for Scouts who apply & participate in the Counselor-In-Training (CIT) Program (Min. Age 14)

Incentive Pricing	Cost
1 Leader with 10 Scouts	\$0.00
1 Leader Per Addt'l 5 Scouts	\$35.00
Adult Volunteer	\$0.00
Vol. Provisional Unit Leader	\$0.00
Adult Leaders -Takes on Provisional Campers	\$0.00
Scout + Specialized Weekend*	\$35.00
Counselor In Training	\$70.00
CIT Return Weekends	\$0.00

#### Specialty Weekend & High Adventure Program Fees

#### **Specialty Weekend Programs:**

- SIDNEY WINTER TRAIL = Standard Fee
- WATERSPORTS = Standard Fee + \$35.00
- WOODSMAN = Standard Fee +\$5.00
- ADVANCED ARCHAEOLOGY = Standard Fee +\$5.00

#### **High Adventure Programs:**

- HELMSMAN = Standard Fee +\$15.00
- JET SKI / PWC = Standard Fee + \$65.00
- ENDEAVOR = Standard Fee +\$25.00

Overnight Cance Evaluraion to	Taughannock Falls State Park:
Overnight Gambe Excursion to	raugilailliock ratts State Park.

Standard Fee Per Attendee + \$125.00 Unit Fee -Minimum of 8 Youth Participants

Badges at Barton, due to its unique program & registration design, at this time, cannot guarantee fulfillment of a campsite reservation. Therefore, when registering we encourage you to let us know what your campsite preference would be and we will do our absolute best to accommodate. Units and campsite capacities are matched such that we can maintain BSA standards for occupancy. The Camp Director will have the final decision regarding campsite assignments and will take all circumstances and requests into careful consideration. We thank you in advance for your collaboration in this process.

#### **Visitor Meal Fees**

- Breakfast or Lunch \$8.00
- Dinner \$10.00

# **Payment of Registration Fees**

Payment through Black Pug Registration is preferred for Badges at Barton. Special Payment Circumstances will need to be coordinated through the Camp Director/Business Manager & The Baden Powell Council.

# **Baden-Powell Council Camping Refund Policy**

Due to extensive pre-camp purchasing, staff contractual agreements, and planning months before camp opens, it is not feasible to give full refunds. Our Council Refund Policy is as follows:

- The maximum refund is 50% of the stated program fee.
- All refund requests need to be in writing with required documentation attached and submitted on or before the check-in day of the session the Scout is scheduled to attend.
- Refund checks will be sent to the UNIT only. Checks will be issued after September 15<sup>th</sup>.

The Baden-Powell Council reserves the right to cancel any program. In the event of a cancellation, reservation holders will be given the opportunity to make future reservations or to receive a full refund.

# **Badges At Barton Campership Program**

A Campership Program, sponsored by the Camp Barton Staff Alumni Association, has been established for Badges at Barton. Scouts who would like to attend Camp Barton, however have a financial hardship that will affect their ability to cover costs, are encouraged to apply for a campership. Applications for camperships are available for download on the Baden-Powell Council Website, the Badges at Barton Webpage, The Camp Barton Staff Alumni Association Website, and the Badges at Barton Registration Portal. A campership serves as a combined effort between the family, the unit, the charter, and the Camp Barton Staff Alumni Association to see to it that all Scouts have an opportunity to attend camp. This program is not specific to the Baden-Powell Council and all Scouts seeking to attend Camp Barton are eligible for a campership pending review and determination by the CBSAA.

# **2024 Campership Application**

# **Baden-Powell Council Discipline Policy**

Camp Discipline: If any Scout is removed from camp for disciplinary reasons, they are not eligible for a refund. Scouts are responsible for their own behavior at camp; it is not the job of the Camp Staff or Camp Administration to discipline Scouts- most disciplinary situations will be turned over to the Unit Leadership for resolution. However, some situations will result in immediate removal from camp at the Unit's/Scout's expense; these can include but are not limited to chronic discipline issues, fighting, hazing, possession and/or consumption of alcohol and/or narcotics, possession of firearms or other items that would be classified as weapons, threatening campers or staff, stealing, willful destruction of camp or personal property, etc. Local authorities may also be notified based on the circumstances of the situation.

# **Registering For Badges At Barton**

#### 1. Registration for Badges at Barton is completed on Black Pug

a. scoutingevent.com/368-badgesatbarton



- b. Badges at Barton registration and attendance is for Troops/Ships/Crews
- c. Reservation is first come first serve until capacity is met for all programs and sessions.
  - · For certain programs, if youth reservation capacity is not met, will open up to adults
- d. Unit Leadership is highly encouraged to handle all unit reservations and assist with provisional

#### 2. Reservation Type

- a. In Black Pug there are several individual registration types that apply to both Youth and Adults
  - These registration types indicate circumstances that apply to programs and fees
  - It is important that when registering the correct type is selected.
- b. Scouts BSA Youth & Adult Attendee are the standard forms of registration selected when attending as a unit.
- c. A **Provisional Camper** (Youth or Adult) is a registrant that is not attending with their troop/ship/crew.
  - 6 or more Scouts attending the same session will be flagged as a Unit. The Scouts will need to register as Scout BSA Youth Attendee, and arrangements for leadership must be made by the unit.
  - Special circumstances may be brought to the attention of the camp administration and navigated accordingly.
- d. Returning Standard & Provisional (Youth or Adult)
  - Registrations are selected for participants attending in their 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> session.
- e. **Saturday Only Participants** are registrant who will check in to camp on Saturday morning and depart camp on Saturday evening. While in camp, the Staff Provisional Leaders are their assigned adult leadership.
- f. Adults Leaders who attend with their children, aside from their troop/ship/crew are considered provisional campers. The adult, and their Scout, may register together within a single account, however they must indicate that they are provisional campers and not standard attendees camping with their troop/ship/crew.

#### 3. Registration Financial Disclosures

- a. We encourage unit leaders to maintain responsibility for registering provisional campers for the session(s) they desire to attend. However, if the troop/ship/crew utilizes their parents for registration needs, the parents must be informed of the correct registration indicators which will allow camp administration to properly identify and coordinate adult leadership for the provisional camper.
- b. Fees apply to Registration Type's. Our registration types match with discount incentives and program pricing and It is very important that the correct Registration Type is selected so that accurate cost applications are made.
- c. Units and Parents are responsible for coordinating payment for Provisional Campers. The account holder will be responsible regardless of these arrangements.

#### 4. Registration for Specialty & High Adventure Weekend Programs

a. Registration for any specialty or high adventure program is individual based. The unit leadership of the Scout seeking to attend one of these programs is encourage to register the Scout. Each program has its own categorization of registration that aligns with the program cost. Scouts who register for specialty or high adventure programs during the same session their troop/ship/crew is attending camp will need to register as a standard registrant of the program.

#### 5. Male/Female Unit Registration

a. Male and Female Units must register accordingly to their gender and their specific unit number. There cannot be cross over for units that have shared leadership for male and female groups. The unit must provide appropriate two-deep male and or female leadership that is registered, verified, and trained. Co-Functioning Units will be placed in nearby campsites, or a campsite will be differentiated accordingly however proper two deep registered, verified, and trained leadership for both males and females must be maintained at all times.

# Troop Leadership In Camp

#### TWO-DEEP ADULT LEADERSHIP REQUIRED - This is a BSA requirement:

Each troop must have at least two (2) registered, verifies, and trained adult leaders in camp at all times (and an additional leader for each additional 8 Scouts - see chart below). Both adult leaders must be at least age 21. If your troop does not have two adult leaders who can go to camp with your troop, then the camp staff must combine troops into shared campsites to meet the two-deep adult leader requirement.

Number of Scouts	Leaders Needed
2 - 16	2
17 - 24	3
25 - 32	4
33 - 40	5

Please contact the Camp Administration if you need to make arrangements to send your troop to camp with another troop, or if you will need to share a campsite to meet the two-deep adult leader requirement.

If one of your adults needs to leave for any reason, then you need to bring in other adult to take his or her place. Examples: If an adult needs to go on errands, return to a job during the day, or to accompany a sick or injured Scout to the hospital, a third adult is needed. This rule applies day and night.

Many troops arrange for several parents to share or rotate this responsibility. We strongly encourage the Scoutmaster and / or Assistant Scoutmaster to spend the entirety of the program at camp with the Troop, along with at least one other registered, verified, and trained adult in camp at all times. The minimum is 2 adults, but having 3 adults at a time will provide you with more flexibility in case one adult has to leave camp. Four adults can be even better.

#### **Shared Leadership in Camp**

If a troop is unable to have enough adults remain in camp for the duration of the program this is not a problem as long as adequate two-deep leadership is upheld at all times. From a security viewpoint, shared leadership presents two issues. First, it makes tracking coverage difficult for the troop. It also makes it difficult for the camp administration to be aware of what adult leaders are in camp at any given time.

If shared leadership is necessary, units will be required to completed and submit a Shared Leadership Schedule,

This schedule should be completed and submitted to the Camp Director at check-in. Another copy of the chart should also be retained by the troop for use in their campsite. Below is a sample schedule as well as guidelines on how the guide should be used. Below is a sample shared leadership roster. Note that all information in italic is information to be filled in by the Scoutmaster who coordinates the time spent in camp by each adult leader.

		18 July	19 July	20 July	
First Name	Last Name	Friday	Saturday	Sunday	Phone
Joe	Smith				412-555-8462
Ronald	Lionel				412-555-3578
Sally	Simon				412-555-7895
Richard	Robins				412-555-4654
Linda	Ramos				412-555-6214

- Adults listed on your roster should be listed on the shared leadership schedule, even if staying the entire weekend.
- List the phone numbers of each leader in the event there is a change in the schedule or if they do not arrive as scheduled.
- Shade in the boxes next to the days that each leader will be in camp. Ideally using color to distinguish each leader.
- Create two copies of the completed schedule. One to the Camp Director when the troop checks in. The other kept by the troop and posted on their campsite bulletin board for the Scouts to know what adult leaders are in camp at any given time.
- It is best practice for Leaders to initial before each block of time when they arrive in camp and after each block when they leave camp. Leaders will be required to do so on the copy kept in the Camp Office in order to receive their security ID bracelet when they check in.

#### **CAMP BARTON PROVIDED PROVISIONAL LEADERSHIP**

The Camp Barton Staff will provide Provisional Leadership for Provisional Units that are comprised of either male or female provisional camper registrants in a given session. Each session will have a provisional male unit, and a provisional female unit. They will stay in separate campsites accordingly.

Badges at Barton will waive the cost of any leader that attends a weekend session and then volunteers as a provisional leader for another. A minimum of two male and two female adult verified and trained leaders are needed for each session. This is a great opportunity to help out Camp Barton and provide a safe experience for the Scouts we all serve.

Leaders interested in serving on staff as Provisional Scoutmasters should apply to do so using the

• Badges at Barton Volunteer Staff Registration Form



#### Insurance

#### **Information For All Program Attendees**

An Accident and Sickness Insurance Policy covers Scouting events organized by the Baden-Powell Council. Please be aware of the following:

- Making the claim is the responsibility of the family. The initial claim form is submitted by the family through the troop.
- Personal family insurance is the primary provider with the Baden-Powell Council insurance being the secondary provider. If the individual is not covered by a personal health and accident insurance then the Baden-Powell Council's insurance becomes the primary insurer.
- The Council is the premium-payer, but is not the guarantor of payment. A Scout receiving medical treatment must list his home address, not camp or Baden-Powell Council.
- Claim forms and procedures are kept at the Camp Health Office. For camp related claims a form will be filled out and provided to the camp leader. To file a claim, the parents and unit must complete this form. It is then sent to the Council Service Center with all bills. It is certified and forwarded to the insurance company.
- Payments are made to the parents or may be assigned directly to the medical provider.
- Claim forms without bills are useless. Bills without claim forms are useless.
- If in doubt, check these procedures with personnel at the Council Service Center

# **2024 Summer Camp Dates**

Session	Dates
1	June 26 - 28
2	August 2 – 4
3	August 9 - 11
4	August 23 -25

# **Campsite Facilities**

For general camp use, there are shower facilities, a rifle range, an archery range, dining hall, handicraft lodge, nature lodge, boating and swimming in the lake, trading post and a health lodge which is staffed by a resident health officer on duty at all times. For group use, Camp Barton is designed to provide most troops with separate troop camping sites. Each site includes a picnic table, a bulletin board, a washstand and a latrine.

Site Name	Capacity
Algonquin 1	26
Algonquin 2	12
Cayuga	32
Delaware	42
Iroquois 1	20
Iroquois 2	26
Mohawk	14
Mohawk 2 (Lean Tos)	16
Onondaga	26
Oneida	22
Seneca	38
Tuscarora 1	20
Tuscarora 2	14

Several of our campsites are on "The Hill".

Cayuga, Iroquois 2, Oneida, Mohawk, and Onondaga are up a relatively steep hill. They are accessible by foot off of our main camp road and several trails. Some units will allow for camp vehicles or appropriate troop vehicles and others do not. While we allow units to select a preferential campsite, the Camp Director holds the ultimate determination of where units are place. This decision is based off of several factors.

If a youth or leader has a physical limitation that may inhibit their ability to hike the hill, please notify us so that we can make proper accommodations when assigning campsites. Tuscarora 1 is our designated handicap accessible site.

Each site has its own character and distinct attributes. Due to road conditions, we do not allow personal vehicles into sites.

# **Medical Examination (Physicals) Information**

Per BSA Short Term Camp (Under 72 hour) Operational Standards- **ALL PARTICIPANTS (Youth/Adult)** attending Badges at Barton must submit a **BSA Annual Health and Medical Record Form** to the Camp Health Officer on the day of check-in.

SCOUTS must have completed, at minimum, Part A, B1, & B2 of the Annual Health and Medical Record form

- Part A = Informed Consent, Release Agreement, and Authorization
- Part B1 = General Information / Health History
- Part B2 = General Information / Health History Continued.

ADULTS must have completed, at minimum, Part A, B1 & B2 of the Annual Health and Medical Record form

- Part A = Informed Consent, Release Agreement, and Authorization
- Part B1 = General Information / Health History
- Part B2 = General Information / Health History Continued.

**LEADERS 40 YEARS OF AGE AND OLDER** are encouraged to complete the entirety of the BSA Annual Health and Medical Record Form (Part A, B1, B2, and C)

- Part A = Informed Consent, Release Agreement, and Authorization
- Part B1 = General Information / Health History
- Part B2 = General Information / Health History Continued.
- Part C = Pre-Participation Physical

ANYONE STAYING IN CAMP OVERNIGHT Must have a completed BSA Annual Health and Medical Record Form on file in the Health Lodge.

Download your BSA Annual Health and Medical Form Here:

Frequently Asked Questions

Important Medical Risk Factors to Consider

Health & Medical Form Instructions

BSA 2024 Annual
Health & Medical Form

# **Camp Arrival and Departure**

#### PRELIMINARIES TO DO BEFORE LEAVING FOR CAMP

Below is a list of suggested tasks to complete before leaving for camp. They will make your check-in process easier.

#### **Annual Health and Medical Record**

- Check for completeness (signed and dated).
- Sort and alphabetize forms, Leaders then Scouts

#### **Open Balances & Remaining Fees**

- Complete payments in Black Pug prior to arriving in camp whenever possible.
- Have an excepted form of payment for any remaining fees ready at check-in. (Cash, Credit, Check)

#### Other

- Have extra copies of your final roster on hand that include all leaders and Scouts who will be in camp.
- Check with your Scouts to make sure they have any special gear they may need for program
- Provide each Scout with their Weekend Schedule from Black Pug.
- Scouts should be advised to have adequate cash to pay for extras they may want at camp at the Trading Post (snacks & sodas, merit badge pamphlets, and/or merit badge requirement supplies.

#### PRE-CAMP CHECK LISTS FOR LEADERS

#### For Yourself and Other Adult Leaders

- Read thoroughly the 2024 Leader's Guide & All Program Materials. If you still have questions, call/email and ask.
- Attend the Pre-Camp Q & A for Adult Leaders and Parents (Announcements & Communications sent at later date)
- Have your Patrol Leaders Council review program materials with you. If they have any questions, call/email and ask.
- Ensure that each scout has completed their weekend catalogue in black pug and are registered for all of the core / academy / on-demand / specialty / or high adventure programs they wish to participate in.
- Provide copies of the Annual Health and Medical Form (All campers MUST have a Medical Forms on file)

#### With Troop Committee

Line up the necessary adult leadership for the troops stay at camp -refer to table below.

NUMBER OF SCOUTS	LEADERS NEEDED
2-16	2
17 – 24	3
25 – 32	4
33–40	5

Arrange for necessary transportation for your trip to and from camp.

#### With the Parents

- Time, place, and date of your departure to camp and return home.
- The mailing address and emergency phone number of camp.
- Camp fees (camperships if necessary)
- How and when their Scouts medical form should be completed (Collect them prior to arriving at camp)
- Directions to camp.
- Any plans you may have for parents/family program at camp.
- Any special needs of a Scout, Parent, or Adult Leader (i.e. diet, medical, etc.
- Program Specific Security Permission Forms

#### With the Scouts

- Make list of personal gear of what to bring and not to bring to camp.
- Encourage scouts to familiarize themselves with both the mandatory and suggested pre-requisites for all programs and merit badges.
- Review & Print Copies of each Scout/Adults program & merit badge schedule.

# Friday Check-In (Troops)

Check-in procedures will begin at 5:30 for units that have all of their Scouts present. Be sure to have your swim trunks, medical forms, permission slips, and any registration related forms ready.

• In order to check-in every Scout and adult leader listed on the troop roster must be accounted for. If anyone is going to be late you must have a signed permission slip from a parent or guardian.

Your troop should plan to arrive as a group at camp, between 4:30 PM and 5:30 PM. A troop guide will be there to lead assist you through the first few steps of settling in to camp. Time is important during a short-term program. Every delay has impact and our staff is here to assist in upholding the integrity of our weekend schedule. The more units do so as well, the better the experience for everyone.

Leaders need the following documents for Check-In:

- Copies of the unit roster with only those Scouts and leaders attending camp
- Any security permission forms
- · Copies of camperships letters
- Payment to settle financial matters
- Medical forms (in alphabetical order please)

# Friday Check-In (Provisional Campers Youth/Adult)

Check-in procedures will begin at 5:30 for Provisional Campers. Parents/Guardians/Adult Leaders dropping Scouts off at camp will need to remain with the Scout until the Provisional Unit Leaders are with them and supervision has been secured. Be sure the Scouts have their swim trunks, medical forms, permission slips, and any registration related forms ready. Otherwise, the Provisional Unit will follow the same procedures as all other Troops/Units in camp.

# Saturday Only Participant Check-In

Check-in procedures will begin at 7:00am in the administration building for all Saturday Only Registrations. Parents/Guardians/Adult Leaders dropping Scouts off at camp will need to remain with the Scout until the Provisional Unit Leaders are with them and supervision has been secured. If the Scout is participating in Aquatics Activates be sure the Scouts have their swim trunks as swim tests will occur immediately follow medical check-in. Otherwise Saturday Only Participants will need their medical forms, permission slips, and any registration related forms ready. The Provisional Unit Leaders will assist the Scout through this process until there are set in their schedule for the day. The Provisional Scoutmaster is the Adult Supervision for Saturday Only Participants. The Parent the Provisional Leader are encouraged to establish communication no different than if this were the Scouts actual Scoutmaster. Saturday Only Participants are considered Provisional Campers and follow the same procedures as all other Troops/Units in camp.

#### **Check-In Tour**

- Your arrival begins at the administration building. You will also be introduced to your staff guide.
- You will first move to your site to drop off gear and change into swimwear.
- Your staff guide will take you to the Health Lodge for the medical check-in. Have all forms and medications in hand.
- Your unit will then go the waterfront for swim tests. All Scouts and Leaders will be given the opportunity to take a
  test to determine their swimming ability. Retesting is scheduled with the Waterfront Director.

	Non- Swimmer	No test or not able to pass the beginner test.
ĺ	Beginner	Jump into the water, swim 25 feet, and return, without touching bottom.
Ī	Swimmer	Jump into water over your head, swim 75 yards using a strong stroke. And 25 yards using the elementary
		backstroke, then float for one minute.

- Return to your site, continue to set up camp, and prepare for the evening campfire.
- Line up for opening campfire at the Louis Agassiz Fuertes Arch at 8:20 PM unless otherwise informed

# Sunday Check Out

Check out time is any time after closing retreat (12:30pm). Attendance at the closing retreat is important for your Scouts / Unit as this is also our period of recognition for the accomplishments each of you has made.

Check out procedures are as follows:

- Complete and turn in the Campsite Check-Out Report with the staff guide.
- Adult Leaders and SPLs are provided a Camp Evaluation Form- Return these to Camp Office before departure.
- Continue to check your troop mailbox and communicate with the administration building. Non-Merit Badge Advancement / Program Documentation will be returned as soon as they are ready from the counselors/staff. Please check to make sure you have everything for each Scout before you leave.
- Pick up all medical forms in troop mailboxes on Sunday morning.
- All medications can be picked up at the Health Lodge prior to leaving camp.

Upon checking out, the staff guide will inspect all sites for damage. Prices for tent damage are \$10.00 per cut. The unit will be billed to pay for damage to any tents. Please let your Scouts know these costs and make sure they know who is responsible if a tent is damaged.

# The Pre-Camp Leader's Meeting

Units are strongly encouraged to be represented on the **Online Pre-Camp Meeting**. The adult who will have primary responsibility for the troop in camp, and whenever possible, the Senior Patrol Leader for camp should attend. Additional Leaders and Parents are welcome to attend as well. Details about the date and time of the meeting will be sent to all registrations and unit leaders. This meeting will take place in June 2024.

#### GENERAL NOTES AND CONSIDERATIONS FOR LEADERS

#### Alcohol, Controlled Substances, Fireworks, and Firearms

These items are prohibited in camp. There is a zero-tolerance policy regarding these items. Breaking this rule could result in the entire unit being sent home. Offenders will be turned over to the local authorities. Additionally, New York State Laws and the BSA have designated camps as a smoke free environment; adults are not allowed to smoke in any central camp areas.

#### Smoke Free Policy

At Camp Barton, smoking is not permitted nor is the use of any tobacco products by those under the age of 18. In addition, all buildings, campsites and facilities are designated as non-smoking facilities. Smoking outside entrance/exit doors is not permitted at any location. The Camp Director will announce the area designated for the use of tobacco products at Camp Barton.

#### **Bullying**

The Scout Oath and Law are expected to be followed throughout your entire visit at camp. Camp Barton has a no tolerance policy for bullying. Bullying is grounds for immediate dismissal from camp at the discretion of the Camp Director. Any form of verbal abuse, physical abuse, or threats will result in immediate dismissal from camp; authorities may be contacted at the Camp Director's discretion.

#### **Cell Phones & Electronic Devices**

Scouts should leave all electronics at home. These devices take away from the camp experience. They can promote home-sickness and lead to other preventable circumstances. Electronic devices are prohibited in Camp Barton Program facilities and areas during operations. Camp Barton is not responsible for lost or damaged electronics.

#### **Buddy System**

Camp Barton follows the Buddy System for Scouts at all times while in camp.

#### **Emergency Notification**

For camp-wide emergencies involving Severe Weather, Missing Camper, or Fire, the emergency bell will be signaled when authorized by the Camp Director. Non-camp-wide emergencies will be relayed through the staff chain of command. When the emergency bell is sounded, follow all instructions explicitly.

**Continuous Ringing:** CAMP EMERGENCY. All campers, leaders, and staff should report to the softball field and line up on the first base line by troop for roll call within your unit. Leaders should take attendance for their unit. Once all troops and staff are assembled, staff runners will check with their troop to get an attendance report. After attendance information is collected, the Camp Director or his/her designee will give further instructions.

Three Rings: All clear. Resume normal activities.

An Emergency **Text-Alert Messaging System** will be provided to all adult attendees. Information on how to sign up for this will be available at the pre-camp leaders meeting and at check in.

#### **Procedures**

- Notify the nearest senior staff member immediately.
- Do not make any premature decisions unless relayed to you by the Camp Director or his designee.
- Adults, above all, should remain calm and collected. Set the proper frame of mind and avoid panic.
- The emergency bell may only be started and ended by order of the Camp Director or his/her designee.
- Not all emergencies are camp-wide; only the Camp Director may determine that.
- Unless it is a life-threatening emergency, the Camp Director must be consulted before an ambulance can be called.

#### Reporting

When an emergency presents itself, the following steps should be followed:

- Take all steps to ensure that further injury or potentially dangerous situations have been considered before acting.
- Report the emergency to the nearest staff member.
- Be ready to give a very clear and calm report—who, what, where, when, how, etc

#### Storms and Lightning

Bring rain gear - be prepared! In the event of precipitation, camp-wide activities will proceed as normal and the staff will make appropriate changes if necessary. In the case of a severe weather situation, Scouts will be moved to a safe structure and given further instructions from the staff.

#### **Camp Office Hours**

The Camp Office will operate from 5:30pm – 8:00pm Friday, 9:00 am-12:00 pm and 1:00-5:00 pm on Saturday, and 8:00am – 1:30pm Sunday.

#### **Reporting Injuries or Illnesses**

Any type of injury or illness, regardless of the severity, MUST be reported to and treated at the Camp Health Lodge immediately when it occurs. This applies to ALL campers, youth and adults. The Camp Health Officer is required to document all injuries or illnesses in the Camp Health Log in compliance with state guidelines, BSA National Health & Safety Standards, and insurance regulations.

The Health Officer will help facilitate contact with parents by Unit Leaders based on the nature of the injury or illness and what level of care is required. Treatment decisions will be made with parental, leader, Camp Director, and Health Officer input. The Health Lodge is staffed 24 hours a day by a certified Health Officer. Special arrangements have been made with local hospitals to handle any medical emergencies quickly. All campers must turn in to the Health Officer during check in all prescription drugs and/or medications. In addition, if you have any special medical needs, please relay this information also to the Health Officer during check in

#### **Medications**

All prescription and over-the-counter medications intended for use by the Scout Youth Attendee must be stored under lock while at camp. The camp health officer will need to manage the securing of the Scouts medication(s) and documentation of any medication use. Adults will manage their personal medications as long as medications are properly stored and not accessible by youth participants; the camp will provide a lockable storage box.

Medications must be in their original containers, with labels affixed including doctor's name, patient's name, date and name of medication contained. If there has been a dosage change, it must be noted by a doctor.

#### In Camp Footwear & Apparel

In the interest of camper safety, it is strongly advised that all campers wear closed toed footwear (no sandals or shower shoes) when going from place to place while in camp and wear some type of shirt (T-shirt or uniform shirt) to protect them from over exposure to the summer sun. Scouts should also wear water shoes or old sneakers to prevent injury from zebra mussels in the water.

#### **Food Allergies and Dietary Restrictions**

Our dining hall staff understands the importance of accommodating special dietary needs. If you have any food allergies or other dietary restrictions, please complete the pre-camp *Food Allergy and Special Accommodation Form* (download at - bpcouncil.org – "more" – "forms") and return the form at least two weeks prior to your arrival at camp.

#### **Dining Hall**

Basic seating arrangements will be made during check-in on Fridays, with an attempt toward seating patrols together. When your unit reports to breakfast on Saturday you will be guided to these arrangements. Meals are served on time. A combination of serving lines, self-services, and family style procedures will be used Units will be encouraged to select a **Staff Totem** from the fireplace mantle for each table and a staff guest will join them for each meal. Leaders are asked to watch that tableware is not removed from the Dining Hall and to help maintain order during the meals.

While we do not have Waiter duty during the Badges at Barton Program -**Gopher Duty** is a necessary camp assignment. An experienced camper, not a first-year camper, should be your first gopher. (Saturday Morning)

#### Trading Post

Camp Barton's Trading Post is open most of the day. The camp Trading Post is for the sale of craft supplies, merit badge books, candy, ice cream, stamps, merchandise, souvenirs, and other camping equipment. Operating hours will be clearly posted and followed. Scouts should bring spending money for refreshments, craft materials, merit badge books and souvenirs. There is no specific amount of money a boy should bring to camp. However, last year's average camper spent about \$35.00 at the Trading Post.

#### Camp Security

For the safety of all Scouts, Leaders, and Staff while attending Camp Barton the following security parameters exist and will be upheld at Camp Barton.

- Everyone arriving or leaving camp must register in/out at the ADMINISTRATION BUILDING.
- Any visiting adult (parent, friend or visitor) must register at the ADMINISTRATION BUILDING and receive a temporary "Visitor" badge. This badge must be turned in upon leaving camp.
- When returning a Scout or Scouts to camp after dark, the adult must register at the ADMINISTRATION BUILDING then accompany the Scout or Scouts to their camp site and sign out when they leave camp.
- All adult leaders will have a wristband to identify them. These will be issued at check-in. If another leader comes to camp during the week, he/she will be required to register and receive a band.
- All staff members will wear a distinct identification badge or wristband
- Permission forms must be signed by a parent/guardian for another individual to pick up their child. The form must be turned it in at check-in or at the time of pick up. The other individual must register and show picture identification in order to pick up the child. They then will be required to sign out when leaving camp with the child. A permission slip should be turned in at check-in if there is a special situation concerning custody of a Scout.
- If a Scout needs to leave camp for any reason, he must receive permission from his leader and sign out of camp at the Camp Office.

#### **Visitors in Camp**

Visitors are welcome in camp as long as they have been invited by a unit and have been approved by the unit leader. If a visitor plans on staying for any meals, they must purchase a meal ticket at the camp office before going to the Dining Hall.

#### **Parking**

At Camp Barton Camp there is to be zero parking in camp's main areas or campsites by participants or staff. This is for safety and compliance with BSA National Policy. Deliveries, and short duration needs at that administration are acceptable. All vehicles must be parked in the camp parking lot behind the health lodge during the weekend. Special consideration will be provided to persons with disabilities. Circumstances regarding accommodated parking will be authorized by the Camp Director and permitted on a case-by-case basis.

#### **Vehicles in Camp**

No Scouts should drive vehicles to camp, even if they have their own vehicle and a license.

On Friday and Sunday ONLY, vehicles that are staying or have stayed for the full weekend may drop off /pick up troop equipment in main camp and then park in the designated areas listed above or depart camp. During the rest of the weekend, no vehicles should be parked in main camp.

Additionally, vehicles are not allowed on service roads, trails, or in campsites. Special circumstances must be communicated to the camp administration in advance of a units stay. Not all circumstances will result in permission to use/park vehicles in main camp.

Friday Check-In – Troops need to designate 1 "Troop Vehicle" (usually a Troop Trailer) that gear can be loaded into and driven from the parking lot and into main camp, and in some cases to certain campsites. The Camp Ranger will assist troops during check in with gear through use of a flatbed trailer and our tractor. Troop trailers can be left at campsites with authorization from the Camp Director. All trailers and vehicles need to be parked in secure and safe locations.

**Frontenac Road** is a public road and the speed limit along the north and south boundary of Camp Barton is 15 MPH. Vehicles who enter camps boundaries have a reduced speed limit of 10 MPH.

#### **Bicycles in Camp**

Camp Barton does not allow for the use of personal bicycles within camp. Bikes that are part of the camp program are only to be used for that particular program and with appropriate staff supervision.

#### Site Accommodations

Each unit campsite is equipped with standard BSA canvas tents on raised wooden platforms. Tents hold two beds for a Scout and their buddy. Each site also includes a latrine and running water. A central canopy or pavilion, picnic tables, and fire circle provide communal areas for Scouts as well. Campsite capacities are calculated with each tent housing two campers for the week – as such, leaders are not guaranteed single tents.

#### **Stoves and Lanterns**

Stoves and lanterns are allowed in camp. For safety reasons, knowledgeable adult supervision must be provided when Scouts are involved in the use, handling, lighting, or storage of chemical fuels (liquids, jellies, or gasses). All fuels must be stored in a locked container. Fuel storage area is designated by Camp Ranger. Battery operated lanterns and flashlights should be used by all Scouts in camping activities, particularly around or in tents. No chemically fueled lanterns or stoves are to be used inside tents or center lodges.

#### Site Visitations

On Saturday and Sunday, a commissioner will visit and inspect your campsite. These visitations check for overall health or safety concerns. If anything is broken or needs attention, please report it to the Commissioner or Ranger.

#### Damage to Camp Property

Units are responsible for any damages that occur to camp sites and property beyond normal wear and tear. Sites will be assessed by camp staff upon check-in and check-out.

#### **Evaluation**

All Adult Leaders & SPLs are encouraged to complete a Program Evaluation before leaving camp. These assessments provide Camp Barton critical information that leads to our future decision making and direction as a Camp. Everyone's input matters.

#### **Lost and Found**

Lost and found articles may be claimed at the Camp Administration Building during the camping season. At the end of the season, all unclaimed articles are donated to charity and thrift organizations.

#### **Garbage and Recycling**

Keep camp free of litter. Units are asked to separate trash and recycling in provided receptacles. All campsite trash should be brought to the dumpster(s) at the north end of the Dining Hall prior to 10:00 PM each night.

#### **Campfires**

A camp-wide opening campfire will be held on Friday evening and Troop Campfires are encouraged on Saturday evening. The camp-wide fire is held at North Point. Additional campfires in sites must follow adequate safety guidelines. Fires are at the discretion of the Camp Ranger who serves as Camp Fire Warden. Units are expected to follow the Boy Scouts of America unit fireguard plan. Each unit will need to appoint a unit fire warden, who will review procedures with the troop. In accordance with BSA policy, liquid fuels may only be used under adult supervision. The use of open flames in tents is prohibited.

#### Firewood

Units are prohibited from bringing their own firewood to camp. There is adequate downed wood surrounding campsites, and in the camp woodshed behind the ranger shop to provide for campfires.

#### **Fireguard Chart**

Display and use of a camp provided Fireguard Chart is required in each campsite. Make sure the Scouts are aware of who has which assignments and what they are to do.

#### **Pets**

Pets can pose a safety hazard to some campers. Therefore, the Baden-Powell Council prohibits camper and leader pets at camp. Permissions for registered service animals are to be coordinated through the camp administration.

#### Wildlife Awareness and Safety Around Animals at Camp

While in camp, you may encounter wild animals. Animals often will be an exciting part of your adventures. Seeing them in their natural habitat is always a pleasure, but it is wise to remember that they are the permanent residents of Camp Barton while you are a visitor. Treat them with respect, give them enough space so they'll not feel threatened by your presence, and they'll seldom present a threat to your safety. When an animal feels frightened, threatened, or trapped, it may fight for its life by attacking, scratching, and biting. In the event that you are injured, seek treatment quickly with the Health Officer. Please be certain to receive and review a copy of the *Camp Wildlife Safety Plan* upon your arrival in camp. Make certain to share this information with other adult leaders and your Scouts shortly after your arrival in camp.

#### Chapel, Vesper Service, & Chaplain Service

A Scout is Reverent. The Chapel is available for those units or individuals wishing to hold services at any time. Any unit wishing to invite their own Troop Chaplain to conduct these services may do so. Your Troop Chaplain is the guest of the camp for meals while serving the spiritual needs of your Troop. Camp Vespers services are held on Saturdays from 6:45 p.m. to 7:15 p.m. at the Camp Memorial Chapel. All camp programs will be closed during that time.

At Camp Barton, a Camp Chaplain is also available as a member of the camp staff for counseling needs or spiritual guidance. Two training programs are also available from the Camp Chaplain for Scouts and Scouters. One of these programs teaches Chaplain Aide duties and Troop Vespers how-to's. The other program includes information and guidance with the BSA's Religious Emblems Program.

#### **Uniform and Attire**

The Scout Class A or Field Uniform and appropriate Class B or Activity Uniforms are expected attire at Camp Barton. Scouts should have most, if not all of the uniform for camp. The field uniform is required at evening retreat, dinner, and other formal programs such as Vespers.

Swimwear must be family-friendly at all times. Male campers and leaders should wear trunks or shorts (no speedos, bikini briefs or other revealing suits). Female campers and leaders should wear one-piece bathing suits (no bikinis or revealing suits; tankinis are acceptable.) We also strongly recommend water shoes for boating and other activities.

#### Retreat

Retreat is held every evening at 5:45 PM in the parade field. Attendance is required. All units are to be lined up at the Louis Agassiz Fuertes Arch by 5:45pm.

#### Fred T. Wilcox Camp Barton Drum and Bugle Corps

The Camp Drum & Bugle Corps and Flag Bearer will lead a formal procession to the parade field. Scouts who play a musical instrument are encouraged to bring these with them to camp, and serve on the Fred. T. Wilcox Camp Barton Drum & Bugle Corps.

#### **Fishing**

Bring your pole and tackle. We will have bait on hand.

# A Word About the Camp Staff

The Camp Barton Staff providing the Badges at Barton program to you is 90% Volunteer. These men and women are alumni of Camp Barton, they are experienced professionals in their fields of study, and they represent what Scouting and Camp Barton embodies. -The ability to pay it forward. The willingness to give back. The preservation of Camp Bartons traditions, and the upholding of the value of the Scouting program to our youth.

#### The Camp Staff is:

- A resource
- A guide to experience and learning
- A facilitator of opportunity

#### The Camp Staff is not:

- Here to provide you a merit badge. You have to earn it.
- Obligated to "pass" you if you have not shown adequate proficiency.
- Obligated to tolerate disrespect or inappropriate behavior.
- A babysitter for the weekend.

In the event that you, as a unit leader in camp, have an area of concern or questions regarding the Camp Staff, please feel free to speak to the Camp Director at any time.

#### **Camp Staff Qualifications**

- Demonstrated willingness to live by the Scout Oath and Scout Law.
- Demonstrated leadership skills, and a sincere interest in helping younger Scouts.

#### Counselors-in-Training (CITs)

The Counselor-in-Training (CIT) Program is designed for those exceptional young Scouts who display true leadership and maturity within their own troop. Its purpose is to give training to potential future staff members. The Scout must be at least 14 years old, and have written, signed approval of both his unit leader and his parent/guardian. Most importantly, he **must** be mature enough to place the welfare of the camper above his own, and he **must** have leadership ability.









**Volunteer Staff Registrations** 

**CIT Registration** 

#### **How To Volunteer for Adult Camp Staff**

Does your troop have some extra adults who need something special to do at camp?

Maybe you can provide some VOLUNTEER ADULT STAFF MEMBERS this summer. Talk to the adults who work with your troop. See if anyone wants to teach their favorite skill at camp to Scouts from your troop and other troops.

Adults from your troop may also want to help out at camp in other ways. We always need help with camp maintenance, grounds keeping and program improvement.

Remember that your troop needs at least two adults to stay with your Scouts at all times. If someone from your troop volunteers to teach classes or do other work away from your campsite, you may need extra adults to make sure you have two-deep adult leadership at all times for your troop.

Interest Adult Volunteers will receive a full adjustment on the cost of their registration. However, they must complete the Volunteer Staff Registration Form, submit it accordingly, and complete all required staff training in advance of their weekend stay.

## **Camp Barton Daily Schedule**



# **Program Opportunities**

#### 2024 Program Guide

For details concerning all programs we encourage adult leaders to fully explore the program guide. This document details out each program, activity, or advancement option.

#### Badges at Barton has 3 categories of opportunity

- 1) Merit Badge Academy
- 2) Specialty & High Adventure Program
- 3) On Demand & Open Program







### **Advancement Information**

Advancement is only **one part** of a Scout's overall camping experience. Troop, Patrol, buddy and individual activities are equally as important, and Scout leaders play a vital part in ensuring a well-balanced program for all.

#### **Troop Leaders**

You play a critical role in encouraging the Scouts' participation by guiding them in the selection of their program and monitoring their progress. Summer camp is not an "advancement mill," but rather an opportunity to accomplish reasonable and attainable goals in a unique setting.

#### **Merit Badges**

The Baden-Powell Council asks that the Scoutmaster sit down with each scout and assist them in making their schedule. It is not advisable to let a Scout schedule more than **three** merit badges per weekend. This gives them the opportunity to accomplish requirements of each merit badges unique to the camp setting. It is critical for the Scoutmaster to help the Scout prepare for a fun weekend above all.

Most merit badges offered at camp require special preparation. Some requirements must be done ahead of time, while others can be finished more quickly and comfortably back home. Merit badge counselors can collect any completed written work during their first merit badge class on Saturday. The Merit Badge experience your Scouts will encounter at Camp Barton is fit for the camp setting. Requirements that are meant for the outdoors, and requirements that are enhanced through the use of the outdoor setting are our focus.

#### **Prerequisites**

Our camp staff takes pride in the fact that any merit badge earned at camp was truly EARNED. It is the policy of the camp that no merit badge requirement may be waived in order to accommodate the camp situation. In other words, every requirement must be met, including those, which cannot be done at camp (Prerequisites need to be done at home in a troop setting). There are, therefore, some badges that simply cannot be completed at camp. No scout should come to camp without knowing beforehand what merit badges he or she plans to take, what the requirements are, and which requirements must be or should be prepared before coming to camp. Scouts will have better success and a more fulfilling experience if they prepare for each merit badge according to its intensity and its realistic application to the camp setting.

#### 2024 Badges at Barton Pre-Requisite Guide

Updated Frequently - reference Badges at Barton webpage or registration page to keep current.

#### **Merit Badge Applications**

Camp Barton will facilitate all Merit Badge Application through Black-Pug & Scoutbook.

#### **Merit Badge Counselors**

All merit badge counselors at Camp Barton are registered counselors for the merit badges they instructor. Most counselors are professionals or have extensive education in these fields. Our staff will be available to your Scouts from the start of their first merit badge session together, through the completion of all requirements regardless of how that timeline fits with camp.

#### Requirements

If a Scout is bringing a pre-requisite requirement to camp for review by a counselor, he or she must provide adult verified evidence that the requirement(s) have been completed. In 100% of these circumstances the Scout will be asked questions and to provide explanations in order to suffice completion. If the Scout is unable, during the weekend session, to provide evidence of comprehension, or adequate demonstration of skill the requirement will not be signed off on, rather the counselor will provide guidance on what the Scout needs to continue to work on, and as well, opportunity to follow up and revisit the requirement. A partial is not failure. It is a marker to indicate where additional needs exist and whereby further fulfillment of the requirements purpose is warranted. Scouts should be encouraged to plan their merit badge programs for camp well in advance, and to be aware of the requirements for each badge.

There are zero exceptions to completing requirements. We pledge to do our part in upholding the standards of the merit badge program; for the sake of the Scouts, we ask that each troop do the same.

#### Forms

- BSA Annual Health & Medical Record Form
- Special Dietary Needs Form
- Baden Powell Council Camp Permission Form
- What to Bring to Camp List
- Camp Barton Map

#### **Information & Ways to Connect**

- Website: <a href="https://www.bpcouncil.org/camping/campbarton/">https://www.bpcouncil.org/camping/campbarton/</a>
- Badges at Barton Webpage: <a href="https://tcscouts.org/badges.htm">https://tcscouts.org/badges.htm</a>
- Facebook: <a href="https://www.facebook.com/bpccamping">https://www.facebook.com/bpccamping</a>
- Instagram: <a href="https://www.instagram.com/campbarton/">https://www.instagram.com/campbarton/</a>
- YouTube: <a href="https://www.youtube.com/@campbartonstaffalumniassoc9593">https://www.youtube.com/@campbartonstaffalumniassoc9593</a>











