

– Camp Tuscarora, Baden-Powell Council, Scouting America –

# **CUB SCOUT SUMMER CAMP**



## **Camp Leaders Guide**

---

**BADEN-POWELL COUNCIL**



---

**SCOUTING AMERICA**

# Welcome to Camp Tuscarora!

Dear Pack & Den Leaders -

Camp Tuscarora is the perfect destination for Scouts of all ages with thrilling aquatic activities on Summit Lake, and hands-on learning opportunities at Nature, Handicraft, Scoutcraft, Range and Target Activities, Field Sports, Music & Arts, Climbing, and more!

We are extremely excited to begin the planning process with you. Our 2025 summer camp theme is **GAME ON!** It's all fun and games as Cub Scouts get to level up their summer as classic games come to life! We will issue a separate program guide closer to your week at camp that outlines the entire camp program in full detail-including daily program schedules, evening program options, and other daily activities for Scouts.

This leader's guide is your first resource to answering many of your summer camp questions. If you have any further questions, please feel free to contact us.

On behalf of the entire Tuscarora staff, we'd like to thank you for choosing Camp Tusky. We look forward to sharing a memorable week with you and your Cub Scouts.

Yours in Scouting,

*Lisa Empfield*

Camp Director

*Greg Larson*

Assistant Camp Director

*Jacob Hausman*

Program Director

*Theresa Schulteis*

Camp Commissioner

*Rich Carpenter*

Health Officer

*Mike Gebhard*

Camp Ranger

*Matthew Bull*

Scout Executive

*John Babbage*

Council Program Director

*Tusky the Mammoth*

Camp Mascot

## Contact Us:

### Baden-Powell Council

2150 NYS Route 12  
Binghamton, NY 13901

607-648-7888  
(Council Office)

[www.bpcouncil.org](http://www.bpcouncil.org)

### Tuscarora Scout Reservation

205 Summit Lake Road  
Windsor, NY 13865

607-467-1433  
(Security Office, weekends & summer)

607-467-2721  
(Camp Ranger, year-round)

# 2025 Camp Fees and Payment Schedule

## 3 Day/2 Night Session

August 4th - August 6th, 2025

### Camp Rates:

**Early Bird:** \$250/Scout by July 6th

**Regular Rate:** \$275/Scout

**Adult Participant:** \$75/Adult

## 5 Day/4 Night Session

August 4th - August 8th, 2025

### Camp Rates:

**Early Bird:** \$385/Scout by July 6th

**Regular Rate:** \$425/Scout

**Adult Participant:** \$125/Adult

**Registration Portal:** <https://scoutingevent.com/368-CubCamp2025>

## Camper Fee Schedule

- Early Bird Fee must be paid in full by July 6, 2025
- All attendees must have fees paid in full by July 31, 2025
- Youth who have joined Scouting in the Spring (February-June of 2025) are eligible for the "Early Bird" Rates. Be sure to select "New Scout in Spring" when registering.

## Registration & Payments

Units can pick their week and register online via the Baden-Powell Council's Black Pug system. All payments must be made in accordance with the payment schedule, with all final payments settled prior to camp. Fees can be paid at the Baden-Powell Council Service Center by cash, check or credit card. Any Credit/Debit Card Payments made at the Council Service Center will be charged an additional 3% for Card Processing Fees. Please contact us with any questions at 607-648-7888.

## Refund Policy

To prepare for summer camp, there is extensive planning, purchasing, and contractual agreements set in place. Due to these fixed costs, it is not practical to give full refunds. All refunds will be assessed a minimum \$100 cancellation/service fee per Scout for previously incurred costs. All refund requests must be filled out on a Camp Fee Refund Request Form and submitted prior to departure from camp. No refund requests will be accepted or granted after a unit has left their camping session.

Refunds will only be granted in the case of injury, illness or family emergency when requested in writing to the Baden-Powell Council Camping Department. All refunds must have supporting documentation from either a doctor, in the case of injury or illness, or a parent/guardian, in the case of a family emergency. Refunds will not be allowed to be carried over to the following summer. Refunds will not be granted for a Scout who decides not to attend camp, nor for a scout who leaves camp early for whatever reason. To prevent a unit from losing money in these instances, the unit should not cover camp costs for a Scout but should require payment from the Scout to the unit in advance of attending camp. Refund checks will be returned to the unit only.

# General Notes for Unit Leaders

## **Alcohol, Drugs, Fireworks**

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 Scouting America have designated youth camps as a smoke-free environment; smoking is not allowed in any central camp areas.

## **Annual Health & Medical Record Form**

All participants (adults and youth) attending a Scouting America summer camp need to complete parts A, B, and C of the Annual Health and Medical Record (which includes a pre-participation physical). This form needs to be updated annually.

## **Buddy System**

Tuscarora Scout Reservation follows the Buddy System for Scouts at all times while in camp.

## **Bullying**

The Scout Oath and Law are expected to be followed throughout your entire visit at camp. Camp Tuscarora 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.

## **Campfires**

Camp-wide campfires are held on Sunday and Friday evenings. These are held at Council Point. If you have campfires in your sites, please follow safety guidelines which include water buckets nearby, clearing of the area, etc. Fires are at the discretion of the Camp Ranger who serves as Camp Fire Warden. Units are expected to follow the unit fireguard plan as set forth by Scouting America. In accordance with Scouting policy, liquid fuels may only be used under adult supervision. The use of open flames in tents is prohibited.

## **Cell Phones & Electronic Devices**

Scouts should be encouraged to leave all electronics at home. These devices take away from the summer camp experience. They can promote home-sickness and often lead to other problems. Staff members will discourage the use of cell phones or other electronics by Scouts in program areas. Camp Tuscarora is not responsible for the lost or damaged electronics.

## **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.

## **Emergency Notification**

For camp-wide emergencies involving Severe Weather (tornado, hail, etc.), Missing Camper, or Fire, the siren on the Dining Hall will be blown.

## **Firewood**

Due to the threat of invasive species and insects, units are prohibited from bringing their own firewood to camp. There is adequate downed wood on the reservation to provide for campfires.

**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 and return the form at least two weeks prior to your arrival.

**Garbage and Recycling**

Keep camp free of litter. Units should separate trash and recycling. All campsite trash should be brought to the Dining Hall prior to 7:00 PM each day so the Ranger can take it to the dumpsters.

**Mail**

Mail can be sent to Camp Tuscarora anytime. Mail is delivered to unit leaders at meals. It takes about 3-4 days for mail to reach a Scout once it is mailed (so plan accordingly). Please be sure to include the name and the unit number of the Scout on any mail. Mail can be sent to:

Scout's Name - Pack #  
c/o Tuscarora Scout Reservation  
205 Summit Lake Road  
Windsor, NY 13865

**Medications**

All prescription and over-the-counter medications must be stored under lock while at camp. An adult leader within your unit or the camp health officer (when applicable) will need to manage the securing of the individual medications and documentation of the individuals taking medications. Units will manage this at their site as long as medications are properly stored and logs are kept; 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.

**Parking and Vehicle Use**

For safety reasons, camp policy does not allow vehicle parking in camp's main areas or campsites. All vehicles must be parked in the camp parking lots during the week. Special consideration may be given to persons with disabilities. Only those vehicles authorized by the Camp Director will be permitted to park in the campsites.

**Pets**

Pets can pose a distraction and safety hazard to others at camp. Therefore, Baden-Powell Council prohibits participants and guests from bringing pets to camp. Service animals are, of course, always welcome.

**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, Scouting's 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.

**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.

**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.

**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.

**Trading Post**

Camp Tuscarora's Trading Post is open most of the day and includes many items that Scouts will want to purchase. Scouts will find a wide variety of items including camping supplies, Camp Tuscarora T-shirts and apparel, snacks, slushies, and much more. Please be sure Scouts have spending money so they don't feel left out. We recommend \$20 to \$50 for the week.

**Two-deep Leadership**

As with any Scouting event, each unit must provide two-deep leadership. Adult leaders attending camp with a unit must be registered as a leader in that specific chartered organization's unit and must hold a current Youth Protection or Safeguarding Youth Training certificate.

**Uniform and Attire**

The Scout field uniform and appropriate activity uniforms are expected attire at any Scout functions. 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.

Swimwear should be secure, clean, and designed specifically for swimming. For extra sun protection, scouts can wear a rash guard or T-shirt as long as it's safe for the activity. We also strongly recommend water shoes for boating and other activities. Swimwear should only be worn at the Waterfront; while elsewhere in camp appropriate attire must be worn.

**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. Visitors must sign-in at the camp security building and pick-up a visitor's pass (which must be displayed at all times) immediately upon their arrival in camp. If a Scout needs to leave camp for any reason during the week, they must have documented permission from their parent/guardian and verification from a unit leader. If a visitor plans on staying for any meals, they must purchase a meal ticket at the camp office or trading post before going to the Dining Hall.

# Check-in Procedures

Be prepared! We strive to provide an organized and efficient start to your pack's summer camp experience. A staff member will guide your unit through the check-in processes which includes office check-in, medical re-checks, a dining hall orientation, and swim checks at Waterfront.

## Pre-Camp Leaders' Essentials:

- Please make sure your BlackPug registration is up to date with a current roster and that all payments have been made prior to your arrival.
- Leaders should come prepared with a copy of a unit roster, permission forms, and medical forms.
- Ensure that special dietary requests were submitted at least two weeks prior to camp.

## Check-in Time:

- The main gates to camp open at 9:00AM on **Monday morning**. Check-in starts from the parking lot. Plan for your pack to arrive and gather as a group anytime between 9:00AM and 10:30AM to start the check-in process.
- A Staff Guide will be assigned to greet and escort your unit from the parking lot, ensuring a smooth transition through a few check-in stops and procedures before getting you settled in your campsite.
- The camp's ranger crew will help with the transportation of gear to your campsite from the parking lot using the camp trucks. Only one vehicle at a time will be allowed direct access to take gear to your campsite — all other cars must remain in the parking lot.

## Office Check-In:

- While on the check-in trail, stop by the Camp Office to update any fees and verify all information.
- Leaders should have a copy of the unit roster with only those attending camp, and all necessary security permission forms and medical forms.

## Medical Re-checks:

- All Scouts and leaders staying in camp must have a medical form on file with the health lodge.
- Leaders should have all medical forms collected and organized before check-in.
- All medications must be checked by the camp health officer during this stage.
- Scouts' and leaders' medical forms will be reviewed, and buddy tags will be issued.
- The Unit Roster will be checked to ensure all Scouts listed are present at camp.

## Swim Checks at Waterfront:

- Swim Tests will be conducted at the Waterfront for any Scouts or leaders planning to participate in Waterfront activities during their stay.
- Outside pre-camp swim tests are acceptable if they are recorded on the BSA Swim Classification Record, have been completed within 6 months of attending camp, and have been conducted by a council-approved test administrator. Please note that the Aquatics Director and Waterfront Staff may, at their discretion, require any person to retake their Swim test.

# Check-out Procedures

The 3-day program will conclude at the end of the afternoon program block on **Wednesday** (pick-up or departure between 4PM-5PM); while participants of the 5-day program should plan to depart on **Friday afternoon** (anytime between 3PM-5PM). Any parents coming to pick-up Scouts must stop and sign-in at the camp security building before entering camp.

Before your unit's departure, the Camp Ranger will conduct a walkthrough of your campsite to ensure cleanliness and address any damages or maintenance issues. If any damage surpasses regular wear and tear, the Camp Director and Ranger will assess the situation, and the unit may incur charges accordingly. All trash, rope, personal site modifications, and personal belongings must be removed from the site.

## Appendix & Forms

- [Annual Health & Medical Record Form](#)
- [Tuscarora Special Dietary Needs Form](#)
- [Tuscarora Permission Form](#)
- [What to Bring to Camp List](#)
- [Camp Tuscarora Map](#)

## Connect with Us

- Website: <https://www.bpcouncil.org/camping/tuscarora>
- Facebook: <https://www.facebook.com/TuscaroraSR>
- Instagram: <https://www.instagram.com/bpccamptuscarora>
- YouTube: <https://www.youtube.com/@CampTuscarora>

