CUB SCOUT

ADVENTURE CAMP 

KICKOFF GUIDE

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MISSION STATEMENT

It is the mission of Scouting America to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

It is the mission of the Seneca Waterways Council summer camping program to provide each Scout with an outdoor experience through which they have opportunities to: be challenged; work toward advancement; be active with their troop, patrol and others; achieve while learning; develop as a person; enjoy the Outdoors; and have fun.

CONTACTS

**Seneca Waterways Council**

P:585-244-4210 F:585-241-8552

2320 Brighton-Henrietta Town Line Road, Rochester, NY 14623

**CSAC Camp Director:** Sara Hardy, 585-857-8126

csac-director@senecawaterways.org

**Camping Director:** Liane Richardson, 585-241-8545

liane.richardson@scouting.org

**Director of Support Services:** Tracy Jones, 585-241-8543

tracyg.jones@scouting.org

**J. Warren Cutler Scout Reservation**

**Before Camp:**

Attn: Camp Cutler

Seneca Waterways Council, BSA J. 2320 Brighton-Henriea TL Rd. Rochester, NY 14623

Phone: 585-241-8547

**During Camp:**

Attn: Camp Director

J. Warren Cutler Scout Reservation 7131 Gulick Road

Naples, NY 14512

Phone: 585-374-8656

FOREWORD

We’re excitedly preparing for an incredible season at Cub Scout Adventure Camp! A fantastic camp staff is coming together to create an unforgettable experience for all our campers.

This leader’s guide provides an exciting preview of what’s to come at CSAC and serves as your first resource for any questions you may have as a leader or parent. A more detailed guide will be available in the coming months. In the meantime, if you have any questions, please don’t hesitate to reach out. We welcome your input, suggestions, and ideas!

For more information, visit our website at [www.senecawaterways.org/outdoors](http://www.senecawaterways.org/outdoors).

On behalf of the entire 2025 Camp Cutler staff, we want to thank you for choosing Camp Cutler. We look forward to sharing an unforgettable summer with you!

Sara Hardy

Camp Director

csac-director@senecawaterways.org

585-857-8126

GENERAL INFORMATION **2025 Cub Scout Adventure Camp Season**

Session 1: July 6 - July 8

Session 2: July 10 - July 12

Session 3: July 13 - July 15

Session 4: July 17 - July 19

Session 5: July 20 - July 22

Session 6: July 24 - July 26

Session 7: July 27 - July 29

Session 8: July 31 - August 2

**2025 CSAC Camp Fees**

**Camper Fee Schedule**

● Camper Deposits must be paid in full by March 28, 2025

● Early Bird Fee must be paid in full by April 25, 2025

● Scouts who missed Early Bird deadline must have fees paid in full by June 30, 2025

● Youth who have joined scouting in the Spring (Feb-June) are Eligible for early bird rates. Be sure to select "New Scout in Spring"

**Rates**

● Regular Rate - $275

● Early Bird Rate - $250

● Adult Rate $75

**Sibling discounts** - Have more than one child attending camp? Receive a $25 discount! Requests for sibling discounts must be submitted to

csac-director@senecawaterways.org before final payments are due in order to apply.

**Reservations**

Packs can make reservations through the camp’s online registration portal. Please note that packs will likely share village space with families from other packs, unless your pack reserves and pays for all the spots in a village. Any remaining spaces will be available for other packs or families to reserve.

Can’t attend with your pack? No problem! You can still make a separate reservation for you and your scout(s)!

**Refund Policy**

There are situations in which a campers’ fee may be refunded, either in whole or in part to the unit. Please note that refund checks will not be written to individual families, they will be written to the Pack.

**Full Refund**

The balance of a campers’ fee may be refunded up until two weeks prior to the start of your week at camp for the following reasons if accompanied by appropriate documentation:

● Medical issue regarding the camper

● Extreme family emergencies

**Partial Refunds:**

Partial refunds of $50 per camper may be refunded to the unit for reasons other than the above, up until two weeks prior to the start of your week at camp. Please be aware that Seneca Waterways Council cannot provide any refunds after this timeframe as certain expenditures have been made (e.g. food and program-related items) based upon the unit’s projected attendance. Requests for refunds must be made in writing no later than two weeks prior to the start of your week at camp in order to be considered. Please submit requests to the Seneca Waterways Council, 2320 Brighton-Henrietta TL Rd, Rochester, NY 14623 or email: camping@senecawaterways.org .

**Camperships**

The Seneca Waterways Council believes that all Scouts should be able to attend summer resident camp, regardless of their financial situation. Campership funds are available from the council to assist local Scouts who may have difficulty affording the full camp fee. Applications are now submitted online at

hps://senecawaterways.org/campership-information/ . Questions about the online application can be made at the Council Service Center (585-244-4210).

**Deadline for Campership Application submissions is March 1, 2025**

PREPARING FOR CAMP

**Leadership**

All Packs must have at least one adult leader over the age of 21 for every four cubs in camp. The New York State Department of Health requires Seneca Waterways Council to maintain records at camp of the qualifications of all adult leaders. NYS DOH also requires that we submit all adults attending camp and adult camp staff to a sex offender registry check prior to their arrival at camp.

All leaders must bring with them verification that they have completed youth protection training. All adults in camp must have completed Youth Protection Training prior to attending camp. Youth Protection Training can be taken in a class format through your district or council or can be taken online by visiting hps://my.scouting.org/.

**IMPORTANT** - This includes any/all adults, parents, or visitors who are staying overnight in camp. Adults without YPT will not be allowed to remain on the property.

**Out of Council Unit Requirements:**

YPT & Registration - Out of Council Units, who are attending a Seneca Waterways Council summer program, must provide a copy of the unit's official roster including both adult and youth registrants. The roster can be printed from my.scouting.org or obtained from your Scout Service Center. All adults attending camp should be on the roster and be marked as Youth Protection trained. Rosters should be submitted to the Camp Director at csac-director@senecawaterways.org at least one week ahead of the unit’s arrival at camp. Youth Members not on the roster will not be able to remain on property.

**Required Medical Forms**

Each camper must have a current BSA Annual Medical Form filled out completely. Parts A & B1, B2 of the form are required for ALL youth and adults. Form B2 MUST be filled out and signed by a physician for any campers who require prescription medication. An updated immunization record must be provided for ALL campers. The Youth Medication Permission Form MUST be filled out for ALL YOUTH with a physician’s signature. ALL medications must be turned in to the Health Director upon check in.

**Accommodating Special Needs**

The staff of Cub Scout Adventure Camp is committed to fully including all Scouts in all aspects of the summer camp program. Often, meeting the needs of all campers requires minor adaptations of our facilities, staffing, and instructional plans. Special menus, accessible campsites,and other provisions can be made for Scouts or leaders because of physical disabilities, learning disabilities, diagnosed psychological or social difficulties, severe medical conditions, particular dietary requirements, religious practices, or other special needs. Unit leaders should contact the Reservation Director well in advance to outline the specific needs of Scouts and leaders in their pack.

**Food Service**

Cub Scout Adventure Camp offers an amazing Dining Hall experience for our campers. J. Warren Cutler Scout Reservation employs qualified food service personnel to provide high quality food for all campers and leaders. Three meals per day are provided, beginning with dinner on day one of your session and ending with dinner on day three of your session. A licensed dietitian has reviewed the menus for balanced nutrition.

**Dietary Needs:** If Scouts or leaders have special dietary needs, notification must be made through the Camp Food Accommodation form (found online) two weeks prior to your pack’s arrival. Send all requests to cutler-food@senecawaterways.org. Requests made at the time of arrival may not be accommodated. We want your stay at camp to be enjoyable; please communicate your needs as soon as possible.

**Check in:** Check-in will be scheduled in one-hour time blocks based on the village you will be staying in, with check-in beginning at 11:00 AM. Please make every effort to arrive during the designated time block for your village. If you're unable to arrive within this window, please contact the camp director at csac-director@senecawaterways.org so we can make alternate arrangements.

If your pack is attending the same session but splitting between villages, please coordinate with the camp director to arrange the best time for your arrival.

**Swim Checks**

Immediately after check-in, you will head to the pool deck for your swim check. During this check, you'll receive important information, including aquatics rules and how to properly use the Buddy System. The staff will assess swimming abilities to determine who can use the rowboats, canoes, and specific areas of the pool.

If your pack has completed a pre-camp swim check, please submit the BSA Swim Classification Record form along with the credentials of the test administrator to the Aquatics Director for review. **Pre-checks will only be approved if these credentials are provided. Without them, pre-checks cannot be accepted!**

**Medical Services:** Camp Cutler has a well-equipped health lodge staffed with a qualified health director. A non-resident doctor is on call. Hospital facilities are close to the camp, should additional medical attention be required. *If the camp health officer determines that a Scout or leader requires advanced medical attention or care, the individual may be sent home for health reasons.*

**CPAP Machines:** An increasing number of adult leaders are using CPAP machines, and Camp Cutler provides power cord access in High Seas, Viking, Pioneer Fort, and Medieval Castle for those who need to power their machines. Please contact the camp office upon arrival for assistance.

If you're staying in Mountain Scout or a tent, we recommend bringing a battery pack to power your CPAP machine. Camp Cutler has a limited number of battery packs available for loan, but all requests must be submitted at least two weeks prior to your stay to ensure availability.

**Youth Protection at Camp**

Cubmasters should review youth protection guidelines with all adults who will be serving as leaders in camp. The following barriers to abuse within Scouting are used at camp to ensure the safety of our youth campers. We expect adult leaders to follow these guidelines at all times:

● Two deep leadership is required at all times.

● No one-on-one contact: Personal conferences must take place in plain view of others. ● Separate accommodations: Youth Scouts may not share a tent with an adult unless the adult is a parent. Male and female leaders may not share a tent unless they are married.

● No secret organizations are recognized by Scouting America: All aspects of the Scouting programs are open to observation by parents and leaders. ● Constructive discipline: Discipline should be constructive and reflect Scouting’s values. Corporal punishment is never permitted.

● Hazing prohibited: Physical hazing and initiations of any type are prohibited and may not be included as part of any Scouting activity.

● Junior leader training and supervision: Adult leaders must monitor and guide the leadership techniques used by junior leaders to ensure that Scouting America policies are followed.

**Child Abuse**

If at any time you suspect a Scout has been mistreated, neglected, or physically or emotionally abused, notify the Camp Director immediately. If the Camp Director is not available, report the situation to the Program Director, Business Manager, or Scout Executive. Do not investigate any situations that may occur. Keep information confidential and share only with the appropriate authorities.

SCHEDULE

| **Time** | **Sunday/Thursday** | **Time** | **Monday/Friday** | **Time** | **Tuesday/Saturday** |
| --- | --- | --- | --- | --- | --- |
|  | | 6:30am - 7:00am | Polar Bear Swim | 6:30am - 7:00am | Polar Bear Swim |
| 7:45am | Flags | 7:45am | Flags |
| 8:00am - 9:00am | Breakfast | 8:00am - 9:00am | Breakfast |
| 9:10am - 10:10am | Rank Activity | 9:10am - 10:10am | Rank Activity |
| 10:20am - 11:20am | Rank Activity | 10:20am - 11:20am | Rank Activity |
| 11:00am - 12:00 pm | Check-In Blocks |
| 11:30am - 12:45pm | Parade Field and Lunch | 11:30am - 12:30pm | Parade Field and Lunch |
| 12:00pm - 1:00 pm |
| 12:45pm - 1:45pm | Siesta | 12:30pm - 1:30pm | Siesta |
| 1:00pm - 2:00pm |
| 2:00pm - 2:30pm | Extra Time | 1:50pm - 2:50pm | Rank Activity | 1:35pm - 2:35pm | Rank Activity |
| 2:40pm - 3:30pm | Block 1 |
| 2:45pm - 3:30pm | Village Time |
| 3:40pm - 4:30pm | Block 2 | 3:00pm - 4:00pm | Open Program |
| 3:30pm - 4:15pm | Open Program |
| 4:10pm - 5:10pm | Open Program |
| 4:40pm - 5:30pm | Block 3 | 4:25pm - 5:10pm | Open Program |
| 5:20pm | Flags | 5:20pm | Flags |
| 5:45pm | Flags | 5:30pm - 6:30pm | Dinner | 5:30pm - 6:15pm | Dinner |
| 6:00pm - 7:00pm | Dinner |
| 6:45pm - 7:45pm | Village Time | 6:15pm - 7:00pm | Campfire |
| 7:15pm - 7:45pm | Scouts Own Service | 7:15pm | Camp Dismissed |
| 8:00pm | Opening Campfire | 8:00pm - 9:30pm | Movie Night |  | |
| 9:15pm | Cubmaster/Leader Mtg |
|
| 10:00pm | Lights Out | 10:00pm | Lights Out |

RANK BASED ELECTIVES

The Cub Scout program was updated in 2024 with exciting new adventures for all rank levels, including brand-new electives! In response, CSAC developed a fresh curriculum to incorporate many of these new electives. Based on feedback from our parents and leaders, we’re making adjustments to some of the 2024 electives to better align with time constraints and the interests of our Scouts. Updated information will be shared before camp, outlining which electives each rank will have the opportunity to explore at CSAC.

Each session is packed with action, featuring six program blocks dedicated to rank-level activities! That’s the opportunity to complete up to six elective adventures in just three days at Cub Scout Adventure Camp!

OPEN PROGRAM ACTIVITIES

We will once again offer open program blocks where scouts will have the opportunity to choose which activities they would like to participate in. Some of these include: swimming, boating, archery, gaga tournament, science fair, and so much more!

Open programs will still require sign ups to accommodate capacity of certain activities; sign ups will be done on an individual basis, not as a pack. We are in the process of redeveloping our system.

AOL WEEK

CSAC offers a special opportunity for ranking AOLs, with AOL Week. This is a limited mini camp within our summer camp, lasting two sessions instead of the usual three day period.

AOL Week will occur session six and seven, July 24th - July 29th and will include two outposts, campfire cooking, base camp at Mountain Scout and double the fun!

It is important to note that those participating in AOL week will still require the attendance of a parent/adult, Part C medical forms in addition to the standard A, B1, and B2 forms, as well as a tent to use for camping away from the Mountain Scout village for multiple nights.

CIT PROGRAM

Last year we relaunched our CIT program at Cub Scout Adventure Camp! This is a program offered to 14 and 15 year olds who are too young to join camp staff but want to build their leadership skills and get experience working at camp.

The CIT program is a two week program with CITs attending either sessions 1 - 4 OR sessions 5 - 8. While enrolled in the program, CITs stay on site, with the exception of the staff off day of Tuesday 9pm- Thursday 9am.

The program gives CITs an opportunity to observe, practice and teach the ten different program areas at CSAC. Giving them the opportunity to learn new things, as well as teach them to younger scouts.

CAMP STEWARDSHIP

**BEHAVIORAL POLICY**

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

**Good stewardship**

Camp Cutler is a year-round camping facility maintained by the Seneca Waterways Council, Scouting America. The Camp Ranger, Council Camping Committee, and volunteers work to maintain and improve the facilities. The continued existence and improvement of the summer camp program is dependent on the care of our camp facilities. Scouts and adults must be good stewards of the facilities of Camp Cutler so they may remain for others to enjoy them in future years.

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