

Seneca Waterways Council, BSA

## Camp Pioneer



**2026 Leader's Guide**  
**Registration and Policies**

# 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

The Guide for Unit Leaders and all forms are available online at the Massawepie Camp Pioneer 2026 Registration Page:

### Seneca Waterways Council

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

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

**Council Director of Support Services:** Tracy Jones, 585-241-8543  
[Tracyg.Jones@scouting.org](mailto:Tracyg.Jones@scouting.org)

## Massawepie Scout Camps

### Before Camp:

Attn: Massawepie Reservation Director  
Seneca Waterways Council, BSA  
2320 Brighton-Henrietta TL Rd.  
Rochester, NY 14623  
Phone: 585-241-8572  
Fax: 585-244-8552

### During Camp:

Attn: Reservation Director  
Massawepie Scout Camps  
65 Massawepie Rd.  
Tupper Lake, NY 12986  
Phone: 518-359-2281  
Fax: 518-359-2007

Getting ready for summer camp is one of the most exciting times of year. We can't wait to host you and your troop in 2026!

This leader's guide is your first resource to answering your summer camp questions. If you have any further questions, please feel free to contact us. We are always open to your input, suggestions and ideas. For more information, check out our website:

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

A great camp staff is coming together to create an amazing camp experience for your unit. We can't wait for you to become a part of the over 70 years of history at Massawepie.

On behalf of the entire 2026 Massawepie Scout Camps staff, we'd like to thank you for choosing Massawepie Scout Camps. We look forward to sharing a memorable summer with you and your entire unit.

**Matthew Thurston**

*Reservation Director*

[Matthew.Thurston@scouting.org](mailto:Matthew.Thurston@scouting.org)

W- 585-241-8547

**Parker Hebert**

*Program Director*

# Summer Camp

## 2025 Camp Pioneer Season

Session 1: July 5- July11

Session 2: July 12 - July 18

Session 3: July 219 - July 25

Session 4: July 26 - Aug 1

Session 5: Aug 2 - Aug 8

Session 6: Aug 9 - Aug 15

**\*All traditional camp weeks begin at 1:00pm on Sunday and end by 10:00 am on Saturday. Requests for special arrangements must be made in writing with advance notice to the Reservation Director.**

Registrist	Limits	Regular Price	Early Price	Late Price
<b>Scouts BSA Youth</b> Youth	*	\$660.00	\$600.00 04-24-2026 11:59 PM	\$700.00 05-29-2026 11:59 PM
<b>New Scout in Spring</b> Youth	*	\$600.00		\$675.00 05-29-2026 11:59 PM
<b>Adult Participant</b> Adult	*	\$200.00		
<b>Adult - Partial Week</b> Part-Time	*	\$200.00	Sunday Monday Tuesday Wednesday Thursday Friday	\$45.00 \$45.00 \$45.00 \$45.00 \$45.00 \$45.00

## 2026 Camp Fees

Early Bird Pricing – Plan ahead for great Savings!

Early bird pricing is a significant discount for Scouts attending camp. For a unit to qualify the following must be completed.

- 1) Complete your online reservation in Scouting Event and complete all of the required forms questions for each scout
- 2) Make a deposit payment of \$100 for each Scout that is attending camp. This Camper Commitment Deadline is when your estimated attendance is locked in 03/27/2025. After the deadline the unit is responsible for paying the deposit for each Scout in the commitment. All deposits must be paid before the system begins to credit early bird payments. Unit estimates can be adjusted online through the registration website. Lowering adjustment can be done online prior to the deadline; but any drops past that deadline must be done with the Camp Director. **Scouts who've paid the deposit and dropout past the 3/27 deadline can not have their deposit credited to another scout, it will be forfeited by the unit.**
- 3) Make final early bird payments (Payment in full) for Scouts and Adults by the Early Bird Payment Deadline (4/24/2025). This step can be completed online or can be submitted at the council office. New Scouts in spring are eligible for the early bird rate until May 29, 2026
- 4) The Late fee will be enacted after May 29 for any Youth not paid in full

## Campsite Reservations

All Campsite assignments have been made for 2026. Any new reservations will select their campsite at the time of registration. **We reserve the right to make changes necessary to best accommodate campers.**

## Camp Discounts

**Sibling discounts** - \$50 Discount- For the purposes of the discount, any youth living under the same roof and under the care of the same primary guardians may qualify as siblings. Only the second sibling is eligible for the discount (or all but the first sibling in the case of multiple siblings) A separate form must be filled out for each scout expecting to receive a discount, but only for the qualifying scout. IE; 2 siblings attending, means one discount, and 1 form, 5 siblings attending, means 4 discounts, and 4 forms.



All applications must be submitted by April 10 to be eligible. **Absolutely No sibling discounts shall be processed as refunds.** If your scout is already paid in full for camp, they are not eligible. Likewise, despite the later paid-in-full date, **any new crossover/new scout in spring scouts must be accounted for and apply prior to the April 10th Deadline,** to qualify them and an older sibling for the discounts.

All Discounts will be credited according to this policy between April 10th-15th. Scouts must be registered for camp by name prior to April 10th to qualify.

Sibling Discount Request: <https://247scouting.com/forms/397-MassSibDiscount>

**Multiple camp weeks** -This discount is for single scouts attending multiple weeks of camp, or several summer camping opportunities within Seneca Waterways. Qualifying Camps include: Massawepie Scout Camps, Massawepie Treks, Eagle Flight and NYLT. Out of council camps do not qualify as "Additional camp weeks" for multi-camp discounts



Discounts are in the amount of \$75 per qualifying week at camp, IE; A scout attending Mass summer camp and Eagle Flight will receive \$150 off total, split between their bills for each camp- a scout attending Mass for two weeks + Eagle flight will receive an Additional \$75 totaling \$225.

The Deadline to Submit Forms for Consideration is April 10th, 2026- After this date, council staff may field discount requests, but results may be partial discounts, or none at all. Absolutely No Discounts will be processed as refunds, nor will funds be shifted from one event's bill to another. IE; If a scout is already fully paid for Massawepie- and decides to do NYLT later; they may be granted the \$75 discount on NYLT but will not have the \$75 they may have been eligible for from Massawepie refunded or "Moved over" from Massawepie to NYLT.

All Discounts will be credited between April 10th-April 15th. Please make sure your camping coordinator knows you should be receiving this discount, so they do not pay in full on your behalf. In order to receive the discounts, scouts must already be registered for all events they are requesting the discount for in the ScoutingEvent System.

MultiWeek DIscount Request: <https://247scouting.com/forms/397-MultiWeekDiscount>

**Adult discounts** – 1 free adult is credited for every 8-youth attending a session of Scouts BSA Resident Camp. If your unit brings 800 Scouts you will have 100 free adults, easy as that! These discounts are automatically applied by the registration system, and cannot be transferred/changed/split/edited. If the troop would like to split this amount between the cost of all of their adults, it must be handled internally at the troop level.

## Refund Policy

A non-refundable \$100 per camper deposit is due by March 27, 2026. This initial per-camper deposit is not refundable under any circumstances and may not be transferred to another scout in your unit.

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 Troop.

### Full Refund (less initial \$100 deposit):

The balance of a campers' fee (not including the initial deposit) 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:

- o Medical issue regarding the camper
- o Summer School
- o Extreme family emergencies

### Partial Refunds:

Partial refunds of 1/2 the campers total fee 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: [Matthew.thurston@scouting.org](mailto:Matthew.thurston@scouting.org).

### Within Two Weeks of your Session

Absolutely no cash refunds will be provided after the Two-week from your session deadline. Valid requests (Medical/family emergency) made after that deadline may be provided as a retained credit in scouting event for a future year at camp at the discretion of the camp director, but will not be provided as a direct refund to the unit

## 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 [SWC-2026 Seneca Waterways Council Campership Request Form](#). Questions about the online application can be made at the Council Service Center (585-244-4210).



**Deadline for Campership Application submissions is March 1, 2026**

## Provisional Camping

Provisional Scouting provides youth the opportunity to attend camp when their troop is attending another camp or when a scout can't attend the same session as their troop. They will still be able to earn Merit badges and participate in all the fun that camp has to offer. Provisional Scouts may request a specific troop or they can reach out to the camp director for assistance to get paired with a troop for their stay. Provisional scouts will be registered with the troop that they attend with. Parents who register their Scouts as Provisional must make sure all information is accurate, as well as be responsible for submitting medical forms and to bring medication upon arrival at camp. Please contact the Reservation Director with more information on provisional camping options.

# Preparing for Camp

## Troop Leadership

All troops must always have **at least two registered adult leaders in camp**, both of whom must be 21 or older. The New York State Department of Health requires Seneca Waterways Council to maintain records at camp of the qualifications of all adult leaders.

All adults in camp must be registered members of BSA (i.e. have submitted a properly filled out BSA Adult Registration Application, with all required approval signatures, and been accepted). 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 to camp 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 [www.senecawaterways.org](http://www.senecawaterways.org) or <http://olc.scouting.org>.

**IMPORTANT - This includes any/all adults, parents, or visitors who are staying overnight in camp. Adults not registered will not be allowed to remain on the property.**

If troops are going to use "Rotating Leaders, i.e. if the same two adults will not be present all week, the troop must designate which days the partial adults will be present into your scouting event registration page. **At no time may a troop be left without two- deep leadership in place.**

### Out of Council Unit Requirements:

**YPT & Registration** - Out of Council Units, who are attending a Seneca Waterways Council summer program, **must upload a roster to their camp registration page**. The roster can be printed from [my.scouting.org](http://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 via your event registration forms on ScoutingEvent at least one week prior to the start of your session.

## Food Service

### Dietary Needs:

Massawepie Scout Camps employs qualified food service personnel to provide high quality food for all campers and leaders. Three meals per day are served, beginning with Sunday dinner and ending with Saturday breakfast. A licensed dietitian has reviewed the menus for camp. If Scouts or leaders have special dietary needs, notification must be made through the online Camp Food Accommodation form for your session. These form links will be distributed to the registration contact for your troop with the Merit Badge Schedule.

### Outpost Meals or Bag lunches

Units are encouraged to participate in outpost activities. If a unit is interested in an outpost and needs trail food, they can purchase trail food at the Trek Center. Bag Lunches are also available for outpost meals, there will be an online form for bagged lunch requests during your session in camp. This form will be distributed by session with the merit badge schedules.

## Merit Badge Preparation

Some merit badges offered at camp require advanced preparation. Scouts should bring materials for completed requirements or partial cards to camp. Merit Badge Counselors will collect any completed written work during their first merit badge class. No Scout should come to camp without knowing beforehand what merit badges they plan to take, what the requirements are, and which requirements should be completed prior to camp.

**Specific Merit Badge and other program information will be found in the Program Guide and Prerequisite Guide**

## Online Merit Badge Registration

Massawepie Scout Camps uses an online system to manage payments and schedule merit badges. In order to register a Scout for Merit Badge Classes the Scout must be payed in full. Merit Badge classes open for registration on May 4, 2025. Some classes have additional fees for supplies. We will be releasing a video shortly to assist leaders with using the online "Scouting Event System" as well as the process for merit badge registration. The Merit Badge Schedules and Prerequisite guide will be released in March

## Accommodating Special Needs

The staff of Massawepie 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 troop

## In Camp

### Check in

The designated arrival time for units is between 1:00-3:00 PM on the Sunday beginning each week. Please do not arrive any earlier than 1:00 PM as Scouts will not be admitted into camp until their unit leadership has arrived and the troop officially checks in. Please instruct all Scouts and their families to arrive at one time and as a unit. Troops will be checked-in as a single unit, not by individual camper. All vehicles must park in the upper or lower parking lots. Please do not walk or drive into camp until you have checked in at the registration table in at the lower parking lot. Leaders must have a late arrival form for any scouts not arriving with the rest of the unit, or will be held until all scouts/leaders on the roster are present.

While you are waiting, you should; consolidate troop and personal equipment into one vehicle. One vehicle from each unit will be allowed to make a trip into their campsites at any given time. All other vehicles must unload in the parking lots. Promptly at 1:00 PM, a site guide will be in the lower parking lot to meet you and guide the troop through the check-in process. The troop will turn over their med forms at the parking lot (if they did not do pre-check), and each registered participant will be given a temporary wristband. There will be medical rechecks, followed by swim test, a dining hall orientation, and a camp tour. Scouts and leaders must bring medical forms and any prescription medication with them.

### Early Arrival

Units may arrive early for their session Saturday for an additional cost of \$100 per unit. The unit **MUST** Check-in between 1-3pm, have selected and paid for early arrival through their scouting event registration, and notified the reservation director of their plans and received confirmation prior to arriving early. There will be no meal services until Sunday Dinner, Medical Check-in and Swim Checks will not begin until Sunday at 1pm. **Unit leadership is responsible for effectively supervising their scouts from Sat-Sun.**

### Medical Re-Checks

A medical re-check is given to each person to make sure he or she can participate in all camp activities. All prescription and non-prescription drugs must be reviewed by the Health Officer. **ALL MEDICATION, prescription or otherwise must be presented at health check-in in its original bottle.** All medication will then be placed in a lockable box, if the unit does not have one the Health Lodge can provide one. A designated leader will receive an orientation from the Health Director in the proper control of the medication and the daily unit medication logs. The lockbox is then given to a designated unit leader for safekeeping. Adult leaders are responsible to oversee delivery of medication to their scouts. Please consult the Medical guide for more information

## Swim Checks

After medical re-checks, the troop will be led to swim checks at the waterfront. At this time, you will be given basic information such as waterfront rules and how to use the Buddy System. This check will allow the staff to determine who can use the rowboats, canoes, sailboats, and sections of the waterfront. If your troop has done a pre-camp swim check, bring it to the Waterfront Director for review. Pre checks can be submitted only with the BSA Swim Classification Record form with a copy of the credentials of the test administrator. **Note: Scouts taking waterfront merit badges must take the swim check at camp.**

## Dining Orientation

Scouts and Leaders will review the procedures of the Dining Hall. Scouts will learn how the Gopher system works inside the dining hall and outside in the car-port dining areas. Troops will have the seating rotation explained to them and where they will be sitting for their first meal. Patrol cooking units will also have a patrol cooking orientation. Units will learn where they can pick-up their food, where to return patrol buckets, proper sanitation, and how to prevent bears in camp.

## Camp Tour

If it's your first time in camp, you will have a site guide who provides your troop a camp tour. If you are returning to camp and would like one, you can request a camp tour at the check-in table at camp.

## Sunday Flag Retreat

Once your Troop has settled into your campsite it will be time to get ready for evening flag retreat. Flags will be held every morning @7:40am and every evening at 5:40am in the parade field..Uniforming is generally a unit decision but we request full Field uniform be worn for evening retreat and Dinner. Every unit will line up on the parade field and will give an all present report to the Program Director. Units will be dismissed to dinner immediately after the flags have been lowered.

## Sun Camp Wide Orientation

After dinner, (6:45pm) there will be a camp wide orientation. **ALL Leaders and Scouts must attend** per DOH requirements. The orientation will cover the importance of proper footwear, the Buddy System, off limits areas, shooting sports rules, waterfront rules, and much more. **This will be held at the campfire circle.**

## The Drop/Add MB Session

For Scouts who require changes to their merit badge schedule after their arrival at camp, the Drop/Add session is where we can address these issues. This session will commence immediately following the Camp-wide orientation. Leaders should collect requested changes from scouts prior to attending. Scouts should not be brought into the dining hall for Drop-Add

## Leaders/SPL Meeting

A Scout Leaders and SPL meeting will be conducted in the Dining Hall at 8:30 PM. Please ensure that your unit is represented. We will preview the week and address any concerns as well as an introduction to key staff.

## Scout Uniforms And Appropriate Dress In Camp

Uniforming is at all times in scouting a Unit decision. Camp requests that the Scout Field Uniform (sometimes known as Class A) be worn for evening flags and dinner each day; for the Monday and Friday Campfires, and for BarkEater Ceremonies.

At all times in camp, scouts and leaders should wear clothing that provides appropriate coverage of the body, and should not wear any clothing with branding/designs that are inappropriate in the scouting environment or political in nature

## Trading Post

A full-service trading post is operated at camp. Regular business hours are posted at the Trading Post. Generally, the Trading Post is closed during meals, camp-wide campfires, and vespers services. Massawepie Scout Camps' Trading Post is open most of the day and includes many items Scouts will want to purchase. Scouts will find a wide variety of items including camping supplies, Massawepie Scout Camps T-shirts and apparel, craft kits, merit badge pamphlets, books, snacks, ice cream, slushies, drinks, and much more. Some merit badges may require additional costs for craft kits or other supplies (see our program guide for details). *Cash,Credit, &Check Accepted.*

## Good Stewardship

Massawepie Scout Camps is a year-round camping facility maintained by the Seneca Waterways Council, Boy Scouts of America. The Camp Ranger, Council Camping Committee, and volunteers work to maintain and improve the facilities. The continued existence and improvement of the Boy Scout summer camp program is dependent on the care and good stewardship of our camp facilities. Scouts and Leaders must be good stewards of the facilities of Massawepie Scout Camps so they may remain for others to enjoy them in future years. **Units and individuals may be held financially responsible for flagrant deliberate or negligent acts that damage or deface camp property.** Please inform the camp office of accidental damage as soon as it occurs.

## Campsite Equipment

Each site is equipped with canvas tents, platforms, cots and mattresses. Each tent is set up to sleep two persons, and it is expected that scouts and leaders tent with a buddy. In addition, sites contain picnic tables, a pavillion, dining flies, bulletin board, and a latrine or port-a-potty. It is the responsibility of each Troop to keep foreign material **out of the latrine** (this includes **feminine hygiene products**). Additional supplies for the latrine are available from the Commissioners. Equipment such as rakes and shovels are available at your site. Additional equipment needs should be requested through your unit's camp commissioner. Unit leaders are responsible for proper use and care of all equipment in your site. The condition of your site will be inspected by your commissioner throughout your week at camp.

## Tent Care

In order to maintain the quality and durability of our tents, please follow the guidelines below:

- Do not put clothes hangers over ridgepoles; it causes tears and leaks (Hang a clothesline or improvise a method that will not damage tents).
- Do not put nails in tents poles or platforms.
- Aerosol sprays damage waterproofing and are not permitted in camp.
- No flames of any kind are allowed in tents (battery-powered flashlights and lamps should be used).
- Tent platforms may not be moved.
- Please notify the Camp Office if a tent is leaking or has a hole in it. To make it easier for repairs please use a sharpie marker and mark the hole once the canvas is dry.
- **Do not use any duct tape to make any repairs to the tents.** The adhesive on duct tape makes it harder to repair a tent properly and much more effort has to go into fixing the tent properly.

## Volunteering at Camp

It takes a significant amount of time to maintain and improve the properties of Massawepie. We are fortunate to have volunteers who are willing to take time while attending camp to help improve camp. Skilled maintenance, general labor and upkeep, and major improvements are all needed. Carpenters, electricians, plumbers, equipment operators, and many more, are all needed to help camp prepare for your arrival. If you are skilled tradesman or you would like to help around camp, please contact the property superintendent Ben Geiger at [ben.geiger@scouting.org](mailto:ben.geiger@scouting.org).

## Camp Leader's Meeting

Each morning at 10:00AM, Scoutmasters should send at least one adult representative to the leaders meeting in the dining hall. This meeting runs for about an hour and gives out all the information the troop needs. We value your feedback; all camp leaders are encouraged to attend these meetings.

## Senior Patrol Leader Meetings

Senior Patrol Leaders are invited to meet with the Program Director to receive important information about camp operations and programs. These meetings will conclude quickly so Senior Patrol Leaders can meet their units back at their campsites and share this information before the afternoon program begins. There are only two meetings during the week: Sunday 8:30pm & Tuesday 1:00pm.

## Camp Commissioners

The Commissioners are your troop's primary connection to the camp staff and your front-line troubleshooter. ***A commissioner will visit your site each day to perform a health, safety and cleanliness check and talk with campers and leaders.*** Please use the commissioners as a resource to obtain equipment or supplies and solve problems or answer any questions about camp. Your Commissioner is also your primary contact to set up a service project opportunity and obtain information and guidance on attaining the Camp Honor Troop recognition.

## Camp Health Services

### Medical Services:

Massawepie Scout Camps has a well-equipped health lodge staffed with a qualified EMT. A non-resident doctor is on call. Hospital facilities are approximately 40 minutes from the camp, should additional medical attention be required. Camp is equipped to provide immediate first aid and emergency response, prolonged care for minor injuries requiring basic first aid, and short term monitoring for unknown conditions that present themselves in camp. ***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, or sent to the hospital for immediate care. If the Health officer or camp director decide in consultation with the council physician that a scout must be sent to the hospital, parents will be immediately notified, but it is the sole decision of the camp director and health officer, and not up for debate. If the decision is made that a scout must go home, it will be the responsibility of the parents and unit leadership to arrange immediate transport home.***

### CPAP Machines:

More and more adult leaders are using CPAP machines. As we understand this machine is important to individuals. Camp provides electric batteries to support individuals needing to power a machine. A low-power cpap model is suggested for leaders who need a cpap while at camp.

## Contacting Scouts and Leaders by US Mail

Parents may wish to send mail or packages to their child at Massawepie Scout Camps. Mail is available for leaders to pick up every day after 10:00 am at the Central Office. It takes about 3-4 days for mail to reach a Scout once it is mailed (so plan accordingly). Mail should be addressed in the following manner:

**Massawepie Scout Camps, BSA**

**Scout's Name**

**Troop #**

**65 Massawepie Road**

**Tupper Lake, NY 12986**

An out-going mailbox is provided in camp for use by Scouts and leaders. Postage stamps are available at the Trading Post. United Parcel Service (UPS) makes daily deliveries. Any mail that arrives after a scout's week at camp, or that is not picked up during their week will be disposed of.

**The Camp OfficeTelephone is: 518-359-2281**

Please use the camp telephone number for business and emergency calls only. Non-emergency contact to campers should be routed through the unit leaders. **Individuals will be summoned to the phone only in cases of emergency.** WiFi is available for the convenience of leaders attending camp.

### Cell Phones & Other Electronic Devices

Staff members will not tolerate the use of cell phones, or other electronics by Scouts in program areas, or around private facilities like showerhouses, and latrines.. Any further policies for electronic devices are the purview of the unit leadership in consultation with parents. **Massawepie Scout Camps will not be responsible for lost or damaged electronics.**

## 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 office immediately upon their arrival in camp. 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. The cost of each meal is \$10 (Breakfast, Lunch or Dinner). **Under no circumstances will visitors be allowed to stay in camp overnight (even if a registered leader). Visitors may stay in the Family Camp in Mountaineer if they need to stay at camp overnight.**

## Early Release of Campers

There may be reasons that Scouts need to leave before the end of their camp session. 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 their unit leader before they will be released. Upon arrival, an adult taking a camper out of camp early must fill out an Early Release Verification form and obtain signature of the unit leader as well as permission of the Reservation Director or designee before the youth will be released. This is in line with the Youth Protection policies of the eBSA as well as NYS Department of Health requirements. The Individual removing the scout from camp must be listed as an authorized adult on part B of the annual health and medical record form.

## Wildlife Encounters

It is recognized that in a summer camp facility there can be encounters with a variety of wildlife. Staff, leaders and all campers should adhere to the following procedures. All wildlife that might be encountered (in campsites, program areas, or on the road/trails) should be avoided. Campers should be removed from the area until the animal leaves or the Ranger dispatches the animal. If an animal is acting strange (aggressive or friendly), alert camp leadership immediately. In most cases if people leave the wild animal alone, it will leave them alone. This includes dead, dying and live animals. No one should pick up or touch a dead animal.

In the event of a wild animal bite or scratch, notify the Health Lodge immediately. This is especially important when raccoons, skunks, and bats are involved.

Some general policies for avoiding adverse interactions with wildlife:

- Keep a clean campsite
- Keep food and smellables out of your tent
- At night lock food and smellables up tight outside of your campsite
- Never approach or follow wild animals
- Do not feed wild animals
- Do not mistake a passive animal as a sign of safety
- Never tease or attempt to pick up wildlife
- Leave young animals alone; a protective mother is usually nearby
- Notify Camp Ranger or Reservation Director of strange animal behavior
- Never act aggressively toward wild animals

## Billing Meeting

On Monday/Tuesday each unit will be given a time to visit with the Reservation Director to review your camp reservation and billing status. Unit leaders should bring a revised roster and any information concerning additional leadership or Scouts that will be late or leaving camp early. Also bring copies of receipts for camp fees paid, camperships awards, and other financial transactions that may have a bearing on the balance of your camp fees. All payments and changes made prior to the start of camp, can be viewed in your online registration account. If you are not familiar with the online registration system, please review this with the leader who has coordinated the reservation before you leave for camp. Be sure to bring a blank check or other payment method to pay any outstanding camp costs. Any troop with unresolved billing issues or a balance due will be denied their advancement records for the troop until showing a \$0 balance in scoutingEvent

## Advancement Records

On Friday afternoon, the staff finalizes and prepares all the advancement records and puts them into envelopes marked with your unit number on them. All advancement records will be provided at evening flags on Friday. At 10:30pm on Friday evening, all area directors and the program director will be available in the August Lodge to correct any discrepancies, or data-input errors. **The Unit MUST correct any issues before leaving camp- if a unit elects not to attend the 10:30 Friday evening, no corrections to their records will be made after leaving camp**

## Partial Merit Badges

Partials may be awarded to scouts for a variety of reasons resulting from a failure to complete all requirements for a merit badge. Earning a merit badge requires more than attendance, it involves active participation, learning, and the active completion of ALL requirements laid out in the merit badge book. It is important scouts know not to be ashamed or disappointed about a partial merit badge. A partial can be an opportunity to learn more about the subject in the future, and continue to explore a subject. Partial badges from camp can be completed with another merit badge counselor, or during a future year at summer camp. **Partials MAY NOT be completed by having a scout complete requirements independently and contacting camp leadership to change their records.**

## Saturday Schedule

### Bagged Lunch:

Bag lunches for your trip home on Saturday are available upon request. Bag lunches usually consist of a sandwich, chips, fruit, and bottled water. Units will be Charged \$5 per bagged lunch requested- this fee can be collected via cash, check, or credit. **All bag lunches must be requested by Tuesday at 10am at the latest.**

### Before departing, the unit leader should:

- Reconcile any advancement records (friday night)
- Ensure the campsite is clean and in better condition than you found it
- Return a camp evaluation form to camp office
- Turn in medication lock boxes and records @ the main office
- Have Scouts check the Lost and Found
- Pay any outstanding fees to the Reservation Director and Make Reservations for next year, if they have not done so (at your billing meeting)

## Camp Policies

### *Smoking and Tobacco policy*

It is the responsibility of the BSA to protect the health and safety of the Scouts in our program. It is the policy of the BSA and New York State law that leaders should not use tobacco products in any form in the presence of youth members. Extreme care should be exercised to provide a smoke-free environment for all Scouting participants. To that end:

- No smoking will be allowed in any structure owned by Seneca Waterways Council.
- No smoking will be allowed in tents on Seneca Waterways Council property.
- Smoking will be prohibited near the entrances/exits of council owned structures.
- All Scouting functions will be conducted on a smoke-free basis.
- Smokers will go to the designated area to smoke, which is at the discretion of the MSC Admin team.

## *Prohibited Items in Camp*

The following items are prohibited in camp. There is a zero tolerance policy regarding these items. Scouts and units who are found in possession of these items may be sent home, and possibly investigated by the police. These actions will be documented in the BSA incident reporting system and depending on the severity of the case could result in permanent removal from all scouting activities.

- Alcohol
- Drugs
  - Including any prescription drug not screened at med checks
- Liquid Fuels
- Fixed blade knives, knives with blades longer than 4 inches, swords, machetes or any knives illegal in the state of new york (Ballasong, switch-blades, etc)
- Any other type of bladed/bludgeoning, or throwing weapon,
- Fireworks & Other Explosive devices
- No shooting Devices of any kind (bows, firearms, “toy firearms”, airsoft, paintball, nerf, potato canons, etc. shall be brought to camp.

**Possession of any device plausibly considered a “deadly weapon”, especially the concealed carrying of a firearm will result in Camp management immediately calling the state troopers, your permanent removal from camp, and probable arrest and criminal liability. An individual in professional Law enforcement may carry their service weapon in camp ONLY if required by Law or agency policy to do so while off duty. They must also inform the Camp Director prior to their arrival on property, and provide documentation of said policy.**

## *Bullying in Camp*

The Scout Oath and Law are expected to be followed throughout your entire visit at camp. Massawepie Scout Camps has a **ZERO TOLERANCE** policy for bullying, abuse, or harassment of any kind; By anybody, or to anybody. Any kind of violence, intimidation, abuse, brandishing of a weapon, or harassment, by any scout, leader, or staff member, directed at any scout, leader, or staff member, will be investigated, documented, and will result in the immediate removal of the offending party. Do not pass go, do not recoup your registration deposit.

## *Bathroom and Shower Facilities*

The Showers, latrines, and Bathrooms in camp are there for their intended purpose only. At no time, shall any scouts, leaders or groups, loiter, rough-house, play games, “joke around”, or use phones or cameras, around, in, or in the vicinity of our shower or bathroom facilities. Any kind of misbehavior around the bathrooms or showers including banging on stalls, shouting, threatening, or roughhousing will be grounds for immediate dismissal from camp. Do not pass go, do not collect your registration deposit. Scouts and leaders are expected to be good stewards of our shower and bathroom facilities, inform staff of major “messes”, or needs for supplies, and clean the latrines in their campsites.

## *Motor Vehicles and Parking*

Parking is **restricted** to the designated parking lots. For safety and to comply with BSA National Policy, campsites and program areas are NOT designated parking lots. Individuals with disabilities may be granted special consideration. Only those vehicles authorized by the Health Director will be permitted to park in the campsites (Special permits will be issued by the Health Director). Please drive slowly and carefully at all times. The camp speed limit is 10 mph. Only authorized vehicles may drive through the main area of camp - most vehicles should travel only on Massawepie Townline Road and the Mountaineer Road. **Per BSA Policy, Under no circumstances are Scouts or leaders to ride in the back of a vehicle pick-up truck.** One vehicle from each unit can be driven into campsites to unload and load as needed.

## *Bikes in Camp*

Massawepie Scout Camps allows the use of bicycles within camp. Safety is a must. Helmets and proper attire must always be worn when riding. The buddy system and appropriate adult leadership is still in effect when riding. Bikes are only to be used on marked roads and should not be used on hiking trails. Massawepie Scout Camps is not responsible for damage to bikes. Please enforce safe biking and courtesy to pedestrians when riding bikes in camp.

## *Pets*

No pets, except service animals, are allowed in camp. Pets can pose a safety hazard to some campers and wildlife. Therefore, in keeping with BSA policy, no pets are allowed in camp. This includes extended stay or daily visits. Even if a pet is well behaved, issues can happen. This policy is in place for the safety of all parties involved, including the pets. Please inform your parents and visitors of this.

## *Storms & 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, the Severe weather alarm will be sounded, Scouts will be moved to a safe structure and be given further instructions from the staff.]

## *General Safety Rules*

- Staves (walking sticks) may only be used in the manner for which they were intended.
- Propane lanterns are allowed in camp. However, they are only to be operated by the unit's leaders. Lanterns may not be inside of any tents. Fuel must be stored in a secure location.
- Scouts or leaders should not enter another unit's campsite unless granted permission.
- Bare feet and open toed shoes are not allowed in camp with the exception of the waterfront and Shower houses.
- Fires are to be built in designated areas only. Do not cut live or dead standing trees unless it is part of an approved conservation project. Do Not peel birch bark off of any live or dead standing trees.
- The COPE, Climbing, Waterfront, BMX, Tomahawk range and Shooting ranges are closed at all times unless the proper personnel are staffing it and permission to enter has been granted. Entering these areas without permission will result in severe disciplinary action
- Scouts must be in their campsites by call to quarters (9:45 pm).
- Driving off the main roads is not permitted unless the Reservation Director, Camp Ranger, or Health Officer has granted permission to do so. Besides check-in and check-out no one should be driving in camp unless they receive a pass from the health lodge on check-in day.
- Everyone must conform to the health and safety regulations of the BSA and the New York State Health Department.

## *Youth Protection at Camp*

Troop Scoutmasters 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 even if the adult is a parent. Male and female leaders may not share a tent unless they are married. Youth tent-mates must be of the same gender, and within 2 years of age.
- **Proper preparation for high-adventure activities:** Activities with elements of risk should only be undertaken with proper equipment, clothing, supervision, and safety measures.
- **No secret organizations are recognized by the Boy Scouts of America:** All aspects of the Scouting programs are open to observation by parents and leaders.
- **Appropriate attire:** Proper clothing is always required
- **Constructive discipline:** Discipline should be constructive and reflect Scouting's values. Corporal punishment (included forced exercises or labor) is never permitted in scouting
- **Hazing prohibited:** 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 Boy Scouts of 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 Reservation Director immediately**. If the Reservation Director is not available, report the situation to the Assistant Camp Director, Business Manager, or Scout Executive. Do not investigate any situations that may occur. Keep information confidential and share only with the appropriate authorities.

## Identification

Each camper, adult leader, and visitor must wear a camp-issued wristband. Campers and leaders will receive a temporary band upon their entry to camp that will be replaced after swim checks at the waterfront. This band will identify their swimming ability group as well. Visitors will be issued a wristband when they arrive at camp. Camp Staff use rubber bracelets to identify them as staff. Any person without a wristband will be stopped and questioned about their business in camp. If your wristband becomes lost or damaged please see a waterfront staff member or go to the central office to be issued a new one.

### *Procedures for Intrusion of Unauthorized Persons*

All participants and visitors must check into camp by signing in the Camp Office. They will be issued a wristband, the color of which will identify their purpose in camp. Someone who does not have an ID wristband should be directed to sign in at the Camp Office. The following procedures have been established for the safety of the campers. It is important that everyone, campers, leaders and staff work together to ensure camp safety.

- 1) If an unauthorized person is suspected, please notify the closest Program Area Director or staff member. The staff member will direct them to sign in at the Camp Office.
- 2) If the individual resists this directive, the Reservation Director will immediately question the person as to their purpose in camp, and may at their discretion alert emergency personnel
- 3) If the person flees camp, the Reservation Director will file the designated report regarding unauthorized persons.
- 4) If the Reservation Director determines it is necessary to account for all campers, leaders, and staff, the siren will be sounded.
- 5) The Scout Executive will immediately be notified of the situation. The Scout Executive will determine if it is necessary to notify the County Sheriff's Department.

### *Procedures for the Release of Minors from Camp*

All participants must sign out at the Camp Office. The following steps have been established to protect the child.

- 1) If a parent or legal guardian wishes to pick up their child during camp, they must inform their troop leader prior to the pickup. The parent or legal guardian must take their child to the Camp Office to sign out and complete an "authorized pick-up or departure form"
- 2) If a person other than a parent or legal guardian wishes to pick up a child during camp they must also inform the troop leader. The troop leader, child, and person picking up the child must sign out at the Camp Office. A Camper Release Verification Form (shown in the Forms section) needs to be completed before the child is released. Proper identification must be furnished. The Reservation Director will call and confirm with the parent or legal guardian regarding their child's release from camp.

### *Absentee or No Show Verification*

When units arrive at camp, they are to check in at the main parking lot. Any camper whose name is on the troops roster and who is not present will be verified. The Absentees/No Shows Verification Form (included in the Forms section) will be used. A parent may use the bottom portion of this form to provide the camp with signed permission for their child's absence. The troop leader upon check in should present the signed form. The following steps have been established to protect the child.

- 1) If a reason is not known for the camper's absence, the Reservation Director or a designee will make a phone call to determine the camper's whereabouts.
- 2) If contact has not been made within 24 hours of the start of this process, the Reservation Director will notify the Scout Executive. The Scout Executive will determine if it is necessary to notify the local Police Department

**Leaders are encouraged to read their "Guide to Safe Scouting" for additional information.**

# Emergency Procedures

## *When the Emergency Alarm Sounds*

When a long, and sustained emergency alarm sounds, area directors will take charge immediately and close all program activities. Unless instructed otherwise by the area director, all campers and adult leaders are to assemble in the parade field. Unit leaders then must make a roster check (**not** a head count) of their adults and youth and report to the senior staff member present at the parade field. Units will await instruction from the staff present and will be able to resume activity when the all clear has been given. When an alternating on/off alarm rings it means that severe weather is imminent and all staff and campers should immediately seek a designated storm shelter.

## *Missing Persons*

If a person is believed to be missing, the following steps should be taken.

1. The nearest staff member should be notified immediately.
2. The camp office will immediately be informed.
3. All information about the last whereabouts will be gathered.
4. Runners will be sent to program areas and other likely places the person may be found. These include special activities, a friend's campsite and their own tent. Do not venture into heavily wooded areas looking for the person.
5. If the person has not been found after the initial check, the **Lost Person Procedure** will begin. The emergency alarm will sound and campers will follow the direction of camp leadership.

## *Power Lines*

Camp owns and maintains miles of power lines and telephone poles, which can often be damaged by severe wind, lightning, downed trees, or other trauma to the structure. If at any time a power line/pole is down, scouts should be instructed to stay away, a leader should stay in the vicinity to warn passerby, and a camp staff member/camp administration should be informed immediately. The rangers will begin work on the line immediately. Touching a downed pole or power line will result in severe injury or death.

## *SERIOUS INJURY OR DEATH*

The Reservation Director should be notified as quickly as possible after the accident or discovery of the situation. Medical help will be dispatched from the health lodge, and the EMS system shall be activated immediately. Any staff member, leader, or scout may activate the EMS system by calling 911 in the case of a very severe injury, health event, or fatality.

## *CHEMICAL SPILLS*

The Reservation Director should be notified as quickly as possible after the spill or discovery of the spill. The Camp Ranger will direct mitigation of the situation.

## *Fire Safety Plan*

If a fire should occur in your campsite, follow these steps:

- 1) Immediately alert the staff. The alarm will be sounded.
- 2) Clear everyone away from the fire. Do not risk injury in order to fight the fire.
- 3) The staff will arrive to fight the fire.
- 4) The fire department will be alerted if the fire cannot be easily controlled.

**Be sure to use your Troop Fireguard Plan to prevent any emergency from occurring**

## **WEATHER RELATED EMERGENCIES**

Remember that Every Unit Leader in Camp Is required to complete Hazardous Weather Training in My.scouting before attending. This training takes about 30 minutes to complete, is required of every staff member, and leader, and could be the difference between life and death in a weather related emergency.

Troops will be instructed as necessary depending on conditions.

**1) Flood**

- a) Take direction of camp leadership on where to assemble for safety.
- b) When storm is over, resume activities.
- c) Camp staff should be prepared to act at any time during flood danger.

**2) Lightning Storm**

- a) Take cover and stay low.
- b) Fire fighting teams should be prepared to act at any time during the storm.
- c) No aquatics or showers during thunderstorms.

**3) Tornado**

- a) Take immediate cover in any nearby ravine or low area.
- b) See general procedures in effect after the storm has passed.

**4) Hurricane/High Winds**

- a) Take immediate cover in a building or ravine.
- b) See general procedures in effect after the storm has passed.

**5) Hailstorm**

- a) Take immediate cover in the nearest shelter or tent and let the storm run its course.
- b) See general procedures in effect after the storm has passed.

**6) Earthquake**

- a) See general procedures.

### ***Evacuation Plan***

If at any time while camp is in session it is deemed necessary to evacuate the camp, follow these steps:

- The emergency alarm will be sounded for campers to assemble in the parade field.
- If the parade field is unsafe, runners will be sent to campsites and instructions given to area directors for alternate evacuation.
- The Assistant Camp Director shall be in charge of the evacuation. Area Directors will serve as assistants.
- The Reservation Director and Ranger will remain behind to secure the camp.

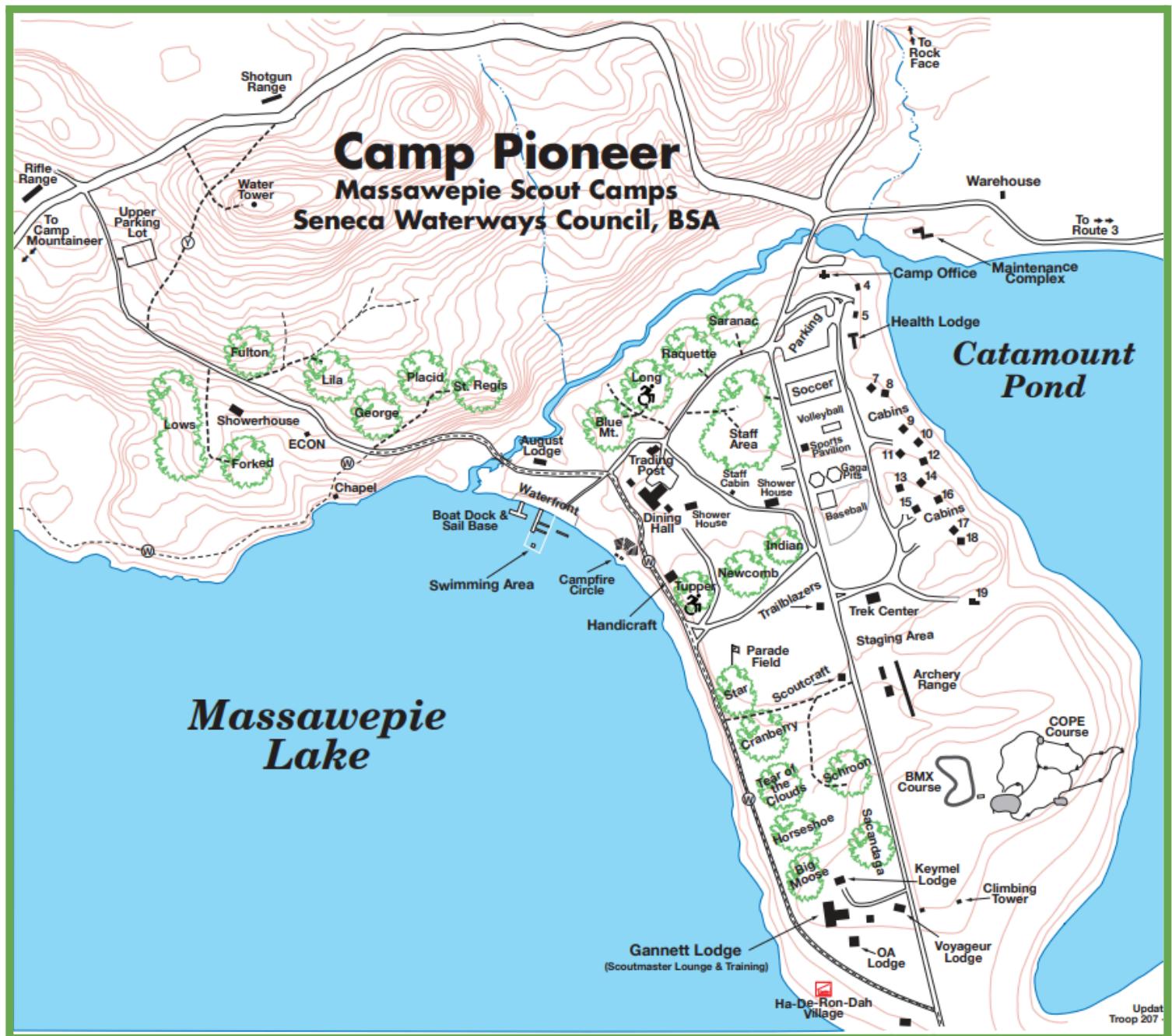
### ***Illness and Injury Reporting***

It is important that ALL illness or incidents get reported to the Health Officer immediately. The Health Officer and Reservation

Director shall determine if any further reporting needs to be done. Reporting procedures require that any accident or illness that results in death, requires resuscitation, admission to a hospital, injuries such as broken bones, lacerations/cuts requiring stitches, any trauma to the head, neck or spine, and other injuries and illnesses, be reported to Scouting America and/or the DOH

*As always we look forward to a great camping season in 2026! Paying close attention to the contents of this guide will help you ensure a smooth registration process, and help you keep you and your scouts happy, healthy, and learning during your week at camp this year.*

# Resident Base Camp



# Reservation Map

