

MANATOC



SCOUT RESERVATION



2024 Cub Scout Resident Camp for Webelos & Arrows Guide

Great Trail Council

Revised 2024

Camp Manatoc

Boy Scouts of America
1075 Truxell Road
Peninsula OH 44264

Greetings Cub Scout Leader:

Welcome to Historic Camp Manatoc! Thank you for taking the time to bring your Den. We are honored you are here. Everyone here at the Great Trail Council and Camp Manatoc is excited to be welcoming you back to Manatoc. Our entire staff looks forward to seeing the faces of our many Scouts and leaders who enter through the Main Gate.

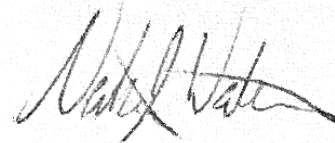
This year we are excited to announce that your Scout has more options than ever before. Your Scout can create his or her own schedule to ADVENTURE. This change is from the input you as adult leaders have given us. You said that your Scout want to have flexibility and more choices throughout their days in camp, but also have the opportunity to achieve as much advancement as possible. This Cub Scout Resident Camp Guide will assist you in making your camp experience memorable and productive. It is your reference for procedures related to the Cub Scout Resident Camp operations and program for 2024.

Scouts have been attending Manatoc since 1922. Through the years, the location, size, and facilities of the camp may have changed, however the purpose has not. The purpose is to provide and maintain quality program opportunities that allow youth and adults to provide service to others, build self-confidence, have affection for the outdoors, reinforce spiritual values, develop integrity, and acquire leadership skills so that Scouts and Scouters can say, "It was all we hoped for and more!"

Yours in Scouting,



Kip Shipley
Webelos Resident Camp Director



Nathan Watson
Director of Camping & Program

PROGRAMS

Flag Raising and Lowering

Each morning after breakfast and each evening before dinner, campers participate in flag raising and flag lowering ceremonies to honor our nation. The field uniform is always worn for the evening flag lowering ceremony and is optional for the morning flag raising ceremony.

Vespers

A Scouts own vespers service is held in the Basa Chapel at 6:45 PM immediately after dinner on your arrival day.

Leader Meetings

Leader meetings will be held after breakfast on both full days of your session. These meetings will be held at the Sanders Shelter. These short meetings enable the Camp Director and Program Director to pass on pertinent information or schedule changes.

Opening and Closing Programs

On the first evening in camp and on the final evening of camp, our staff presents the Opening and Closing Programs. Join the Camp Manatoc Players as they present an interactive blend of songs, skits, and short plays. The fun starts at 8:00 PM sharp at the Administration Shelter Stage on both nights. Bring a chair or blanket to sit on.

CAMP FACILITIES AND AMENITIES

Manatoc NOW

In this digital age, the best way to keep up on the daily activities at Camp Manatoc is by visiting Manatoc Now, our online place for all things related to summer camp. At Manatoc Now, leaders will be able to find all the documentation normally distributed at the pre-camp meeting and at Check-In as well as daily and weekly schedules, a digital version of the Gizmo Gazette (our daily camp newsletter), and other resources by using a smart phone or other digital device. The color flag which flies outside of the Health Lodge is also updated in real time on now.manatoc.org. Click [here](#) to bookmark the site.

Phone Numbers

The camp office phone number is 330-657-2592. Phone messages for your unit will be left in your unit's mailbox in the Administration Building.

George Missig Administration Building

Business transactions, inquiries, and other camp business is conducted at the Administration Building. Wireless access in the vicinity of the Administration Building and Lewis Conference Center is available. This access is limited to leaders. Please see the office for the login instructions. The Manatoc Museum is also located in the Administration Building. Hours will be posted.

Basa Chapel

The Father Frank Basa Chapel is a place for worship and prayer. Named after the Senior Parochial Vicar (Retired) of Akron's St. Bernard Parish and long-time supporter of the Great Trail Council, campers are encouraged to use the Chapel at any time to be alone with God. Hats are always removed, unless it is a camper's faith tradition to keep their

head covered. The Chapel is not to be used for general purposes or as a place to play.

Camp Manatoc Council Ring

The Council Ring is reserved for dignified and purposeful events. Cutting through or playing in the Pines or the Council Ring is discouraged.

The Dining Hall

The Dining Hall is a place for meals, special programs, and fellowship. Many years of tradition are stored in this historical building and many of the tables and chairs date back to 1932. Backpacks must remain outside the Dining Hall. Breakfast and dinner are served “family-style.” Lunch is “grab and go.” Campers may choose to eat their lunch in the Dining Hall or elsewhere in camp. Table manners are expected, and nothing is usually passed unless the word “please” is used.

Health Lodge & Medication

A Health Officer is available 24 hours a day. All injuries or illnesses at camp, regardless of how minor, must be reported to the Health Lodge. The Health Lodge cannot administer any over-the-counter medications. Each Pack is responsible for the distribution of medications to their Scouts. Medications are to be kept in a locked box. Medications requiring refrigeration may be stored at the Health Lodge. Leaders will need to summarize the medication for each Scout to assist in tracking the dosage. If the process of medical attention that you or your Scouts wish to receive differs from what would be commonly accepted due to religious or other beliefs, you must provide a signed letter detailing the appropriate instructions during check-in. This letter will remain on file with the Health Officer and shared with the appropriate medical staff.

Trading Post

The Trading Post is a well-stocked store that has uniform parts, camp and Scouting themed clothing, as well as snack foods and the always popular Slushies. Operating hours vary throughout the week and will be posted.

Showers

Shower facilities are located at the Pool. There are separate facilities for male youth under 18, female youth under 18, male leaders over 18, and female leaders over 18. The under 18 showers are closed from 9:00 PM to 6:00 AM (camp curfew) but the leaders' showers are open 24 hours with the exception that all showers are closed daily from 6:45 AM to 8:00 AM for cleaning. Leaders shall discourage Scouts from taking any money or valuables to the pool. Lockers are available at the pool. All locks must be removed after use, or they will be cut off. The four Family Restrooms and Showers are reserved for adults only. Cell phone use is not permitted in the Shower House. Inappropriate use may result in confiscation.

POLICIES AND PROCEDURES

Youth Protection

All Units are required to have “two-deep” levels of adult leadership for the entire week in accordance with BSA National policy. Please ensure that all Scouts and Leaders are currently registered with the BSA. Any adult staying at camp in a leadership role must have current a Youth Protection Training certificate regardless of the number of days spent at camp.

Severe Weather Emergencies

Designated members of the Camp Manatoc staff are responsible for monitoring weather conditions. When the National Weather Service (NWS) issues a severe thunderstorm warning or tornado warning, a member of the Camp Management Team or a designee will immediately notify the camp, first by activating the camp warning siren system then via the camp’s text messaging system. In any event, when the siren sounds, adult unit leaders shall take action to shelter their units. A list of shelters is provided at check-in and are also available digitally.

Camper and Staff Identification

Each camper (youth and adult) will be issued an identification wristband to wear during the week. All visitors are required to stop at the Administration Building upon arrival at the camp, sign in and receive a visitor’s identification wristband. All staff will wear an ID badge. Report persons not wearing a wristband or ID badge to a staff member.

Health Lodge Flag System

Camp Manatoc uses a colored flag system to advise campers on the current heat conditions. The colored flags at the Health Lodge are flown from a flagpole in front of the building and indicate as follows:

Green	Temperature is cool, make sure to drink water.
Yellow	Temperature is on the rise, drink water more frequently.
Red	Temperature feels like 95-103. Drink lots of water,
Black	Temperature feels greater than 103. Drink water every 15 minutes. Seek shade. Areas such as the climbing tower are closed due the extreme exertion required.

Other Emergencies

Anyone coming upon an unreported incident should report the information to the nearest staff member or unit leader. The camp office phone number is 330-657-2592. Upon activation of the emergency siren, all campers are to proceed to the nearest shelter, remain there and wait for instructions.

If a fire is threatening tents and, if practical and safe, unit leaders should drop tents that are away from the fire and evacuate the campsite immediately. Notify the camp office immediately.

Curfew

Quiet hours begin at 9:30 PM unless a staff-run activity is held. All campers must be in their campsites from 9:30 PM until 6:00 AM. Special requests for Unit events beyond curfew must be approved by the Camp Director.

Swimwear Policy

Swimwear must be modest. For males, tight fitting swim briefs (Speedo-style), swim pants or swim bottoms short enough to allow exposure are not allowed. For females, bikinis or two-piece swimwear is not allowed.

Modest tankinis or one-piece swimsuits that are not cut high on the sides or cut low on the front or back are appropriate. Shorts over the swimwear for males or females are also appropriate.

BSA Tenting Policy

The *Guide to Safe Scouting* states: "Separate tenting arrangements must be provided for male and female adults as well as for male and female youth. Youth sharing tents must be no more than two years apart in age. In Cub Scouting, parents and guardians may share a tent with their family. In all other programs, youth and adults tent separately. Spouses may share tents.

BSA Hammock Policy

Campers must follow the manufacturer's instructions for maximum and minimum hanging distances (the distances between solid supports such as trees). Hammocks must be hung in secure locations, such as large trees or solid posts, securely fastened with proper knots. If using solid, living trees, special care must be taken not to damage the outer bark. Hammocks may not be stacked. The lowest point of a hammock cannot exceed three feet. Hammocks may not be hung above water. Swinging or standing on a hammock is prohibited. Do not use a hammock that has frayed or damaged ropes. Use only the manufacturer's replacement ropes. Do not put more weight into a hammock than recommended by the manufacturer. Use tree straps, padding, or material to prevent damage to trees. Do NOT use thin rope, as it cuts into the tree bark and causes damage. Please keep our trees healthy!

Trash Disposal

Units are expected to keep their campsites free from trash. Trash shall be bagged and placed in the provided campsite trash receptacle. Units should not allow the trash receptacles to overflow. Maintenance staff will pick up campsite trash at least twice during your stay. Dumpsters are located at the Dining Hall and the Maintenance Area should a Unit

need to dispose of trash at other times. The Boy Scouts of America follows the principles of Leave No Trace. LNT is dedicated to promoting and inspiring responsible outdoor behavior through education, research, and partnerships. It applies to all BSA youth and adult leaders. Please help us keep our camp clean by picking up and disposing of garbage properly.

Smoking & Use of Tobacco Products

Smoking, vaping, or use of other tobacco products is not permitted in any building on the Manatoc Scout Reservation. Leaders may not smoke or use tobacco products in the presence of Scouts.

Discipline & Hazing

Unit Leaders are responsible for the conduct of their Scouts. Discipline must be in accordance with applicable rules and policies of the BSA, state and federal laws, and accepted practice. Abuse will not be tolerated. If you need assistance from the camp administration, please ask. Hazing has no place in Scouting and will not be tolerated by the Great Trail Council. Report any suspected hazing issues to the Camp Director. Hazing in the State of Ohio is a felony charge for each instance and individual involved.

Liquid Fuel Use & Storage

Adult leaders should supervise any use of liquid fuels in your campsite. Refer to the policies in the most current Guide to Safe Scouting. Using liquid fuels for starting any type of fire, including lighting damp wood, charcoal, and ceremonial campfires or displays is prohibited.

General Policies

The Scout Oath and Law are the basis of all we do as Scouts and Scouters.

The Camp Director and the Director of Camping & Programs are responsible for the interpretation of camp policy.

All campers must be registered Webelos parents or Unit Leaders.

The use of bicycles is restricted to staff members and unit leaders. Helmets are required and bikers must remain on the roads.

Fires shall be restricted to the designated fire rings in the campsites, fireplaces or stoves in buildings, the camp Council Ring and ceremony locations. Report any fire out of control promptly. All campsite or building fires shall be monitored or extinguished.

Fireworks are prohibited. Violators will be removed from camp.

Pets are not permitted. Registered and trained service animals are allowed.

Possession of alcoholic beverages and/or illegal drugs is not permitted by Scouts, leaders, or staff and may result in removal from the Manatoc Scout Reservation.

The cutting of standing timber, alive or dead, is prohibited.

Scouts, leaders, and staff should not enter another unit's campsite without asking permission of the unit in the site.

During the week, vehicle traffic will be restricted to official camp use. When driving in camp, the speed limit is 10 mph. Pedestrians should be alert for vehicle, bicycle or tractor traffic and give way.

In accordance with the policy of the Boy Scouts of America, no one will be transported in the bed of a truck.

Each unit is responsible for any unit-caused damage to camp equipment, including tents and tarps, at the discretion of the Director of Camping or the Camp Ranger.

Driving in Camp

Safety in camp is our most important focus. To ensure the safety of our campers throughout the week there are two gates that control traffic inside of camp, one by the Administration Building and one by the Dining Hall. Except for camp vehicles, motor vehicles are prohibited between the Administration Building and Dining Hall gates during camp. Vehicles must be parked in the Dining Hall parking lot from 9:00 PM on the day of your arrival through approximately 10:00 PM on the evening before your departure. THERE ARE NO EXCEPTIONS unless a camper has a qualified disability under the Americans with Disabilities Act that requires the use of a motor vehicle for mobility. You must request a waiver from the Camp Director in writing at or prior to your unit's arrival at camp.

ADVANCEMENT

With the changes coming to the Cub Scout advancement program, we are evaluating how we can effectively incorporate the new adventure structure into our resident camp program. Click [HERE](#) for more information on the changes which go into effect on June 1, 2024.

PRE-CAMP INFORMATION

Webelos Resident Camp Dates

Session 1 is Thursday July 25 through Sunday, July 28, 2024.

Session 2 will be Sunday July 28, through Wednesday July 31, 2024.

Pre-Camp Leaders' Meeting

The Pre-Camp Webelos Leaders' Meeting is Saturday, July 13, 2024 at 11 AM in the Dining Hall. This meeting is your opportunity to learn about the program, meet the camp staff, ask questions, and have some fellowship with others. The meeting will cover up-to-date program information. Please bring your final count for your Unit.

Packing for Camp

Uniform

The Scouts uniform makes all Scouts equal; regardless of home, background, or anything else. Pride in the uniform and its history is shown when it is worn properly. The proper uniform for Resident Camp is either the field uniform Cub Scout blue shirt or Scouts BSA tan shirt with a neckerchief (for youth). The shirt is worn for Flag Lowering, Dinner, and Vespers.

Daily Wear

At other times, a Scouting "activity uniform" is appropriate. This is a scouting T-shirt, shorts, socks, and shoes. Shoes are required at all times except at the swimming pool or in one's own tent. No open-toed shoes are permitted to be worn. T-shirts must be in good taste, not containing sexual innuendo, alcohol promotion, or double entendre.

What Not to Bring

Camp Manatoc provides a refuge in the outdoors. For that reason, we ask for your cooperation and discretion in leaving at home items such as televisions, gaming systems, generators, or anything else that could

detract others around your campsite from enjoying their week. For the safety of all participants, sheath knives, firearms fireworks, alcohol, and drugs are not permitted on the camp property. Please consult the [Guide to Safe Scouting](#) for more information.

Camp Provided Equipment

Each campsite has tents set up for the maximum number of campers for which that campsite is rated. The tents are 7' x 10' canvas wall tents with wooden platforms. Traditional dining flies are available in campsites. Units may bring additional tents, tarps, and tables to fit their needs. Scouts and adult leaders are required to bring their own cots.

Swimming Tests

Units that have access to swimming facilities and would like to conduct swimming tests on their own may do so provided they meet the following requirements:

- Swimming tests must be conducted in the current calendar year.
- The swimming classification test performed at a unit level must be conducted by one of the following council-approved resource people: Aquatics Instructor, BSA; BSA Lifeguard; BSA Swimming & Water Rescue; or other lifeguard, swimming instructor, etc.
- Swimming test administrators should use Chapter 5 of the BSA Aquatics Supervision Guide.

Results of the tests conducted by a unit must be documented on the [BSA Swim Classification Form](#). A printed copy of the form must be given to the Aquatics Staff on the afternoon of the first day of camp.

Questions about this procedure may be addressed to aquatics@manatoc.org. Please note: The Aquatics staff reserves the right to retest campers.

You may also get your swimming test done early at camp before the season begins. The Manatoc pool will be available for swim tests provided by our staff on June 9, 2024, from 1-4pm. Please bring each Scout's medical form. The staff will stay until all swimming tests are completed. Online registration for the event is required. Click [here](#) to register.

BSA Annual Health and Medical Forms

A CURRENT BSA Annual Health and Medical Form ("Med Form") ([Form 680-001, 2019](#)) is the only medical record form accepted by Camp Manatoc. Campers staying at Cub Scout Resident Camp must submit Parts A, B1, and B2 of the Med Form. The Med Form must be complete, including insurance information, medications, known allergies, vaccinations, and proper signatures. Vaccination dates must be indicated on the Med Form. Individuals taking medications must bring their medications to camp in the original containers. **DO NOT SUBMIT THE ORIGINAL MED FORM TO CAMP MANATOC. PLEASE ONLY SUBMIT COPIES OF THE MED FORM.**

Special Diet Policy

Please note, all foods are prepared in a shared environment that could cause exposure of any product to known food allergens. These would include, but are not limited to peanuts, tree nuts, soy, wheat, egg, fish, and milk. **UNIT LEADERS WITH DIETARY LIMITATIONS OR PARENTS OF A SCOUT WITH DIETARY LIMITATIONS MUST CONTACT THE WEBELOS RESIDENT CAMP DIRECTOR NO LESS THAN 30 DAYS BEFORE YOUR ARRIVAL DATE TO DISCUSS AND CREATE AN ACTION PLAN FOR MEALS.**

Shooting Sports Participation Permission Form

For those Webelos who wish to participate in any of the shooting sports activities, a parent or guardian must complete and sign the Shooting Sports Permission Form. This form is found [here](#).

AT CAMP

Arrival Day

Plan to arrive between 1:00 PM and 2:00 PM. Please enter through the Main Gate and stop at the first check-in area by the Administration Building to receive directions to your campsite.

Park in the parking lot closest to your designated campsite. Please do not drive vehicles to the sites. Vehicles remaining for the week must be parked at the Dining Hall parking lot outside of the camp's interior gates.

A Staff Guide will be in the Campsite to assist and bring a lock box. The Guide will also have extra Buddy Tags and answer any questions.

Collect all Scouts' prescription medications in original containers with current dates and place them in the provided lock box. Make note of any Scouts with signs of illness like flu, bad cold, or a fever. Double check again for required signatures on all forms.

A Unit Leader should drop off the Medical Form envelope at the Health Lodge between 1:30 – 2:30 PM. The camp's Chief Health Officer and a team of trained Health Form Checkers will review the forms as soon as possible. If issues are identified, the Chief Health Officer will contact the Leader by dinner on arrival day. Contact the Chief Health Officer to make any arrangements for refrigerated medications and/or any other arrangements.

Check-In begins at 3:00 PM in the Lewis Family Conference Center located behind the Dining Hall. A Unit Leader from each unit must stop at the LFCC to verify registration and notify staff if there are changes to the Unit's roster or registration.

Unit Photographs

Photos are taken at the Butler Memorial beginning at 3:00 PM. Units must order and pay for Unit photos prior to arrival through the reservation system.

Site Inspection

During campsite setup, a Staff Guide will review the condition of your campsite and note any previous damage to the tents or dining fly. Any damage not noted during this inspection but found at checkout will be billed to the Unit's account.

Equipment or Tent Issues During Your Stay

If you experience any issues with camp-provided equipment such as tents, dining fly, picnic tables or comfort stations, please stop by the Administration Building so office staff can submit a work order to the Camp Rangers.

Check-Out

On the day before your departure, Unit leaders will receive a Departure Inspection Form. Since a Scout is trustworthy, we are relying Unit leaders to complete the following on the morning of departure:

- Inspect tents and tarps for damage, inspect the site for cleanliness, and ensure that all campsite equipment is ready for use by the unit that will occupy the site next.
- Leave the comfort station cleaning supplies at the campsite.
- Bag all trash so it can be picked up.
- Return any camp borrowed equipment.
- On the way to breakfast, return the medical storage box at the Health Lodge

Departure

Immediately following breakfast on your departure day, the staff will hold a brief departure ceremony at the Dining Hall. Upon conclusion of the ceremony, Units are free to depart from Camp Manatoc. Unit leaders should turn in the Departure Inspection Form to the Administration Building prior to leaving camp.

FEES

Click [HERE](#) to register

Date	Webelos	Adults	Den Chief
Basic Fee (on or before July 12, 2024)	\$250	\$85	\$85
Late Fee (after July 12, 2024)	\$260	\$85	\$85

Additional Fees	
Lodge or Cabin Rental	\$50.00
Troop Photos	\$8.00
Ice Card (6 bags for the price of 5)	\$15.00
Slushie Card (6 for the price of 5)	\$10.00

Most of the camp fees are spent prior to the unit's arrival (food, salaries, and program supplies) no refunds will be made for "no-shows" or campers leaving camp early. All other requests for refunds must be made using the refund request form and sent to Nathan Watson, Director of Camping & Programs, no later than two weeks after the end of camp. A \$50.00 processing fee will be deducted from the refund per individual. The Unit leader or Unit Committee Chairman must sign all requests for refunds. To ensure proper crediting to your Unit's account, all payments prior to your arrival are to be made at the Great Trail Council Service Center or online at your account at: <https://scoutingevent.com/433-wrc>