

# **2025 Fall Cub Family Weekend**

## **Leader and Parent Guide**



**Trailblazer District, Queen City District,  
and Whitewater Trails District of the  
Dan Beard Council**

September 27-28, 2025

Camp Michaels

3486 Hathaway Road, Union, KY 41091

Dear Cub Scout Parents and Pack Leaders,

Welcome to Fall 2025 Cub Family Weekend, hosted by Trailblazer, Queen City and Whitewater Trails Districts of the Dan Beard Council. The Council plans multiple Cub Family Weekend camp outs each year designed to create a more meaningful Scouting experience for all Scouts. We are excited to provide this opportunity to experience overnight camping and outdoor activities at Camp Michaels.

Camp opens at 4:00pm on Saturday, September 27<sup>th</sup>. When you arrive at camp, you will go to the check-in station inside the Eagles Lodge where you will receive your campsite information and activity schedule. The first evening will be spent with your Pack preparing to set up your campsite. A light dinner will be provided Saturday evening. An evening campfire program will be held to cap off the night. Be ready with a skit or two if you'd like.

The morning starts with an opening flag ceremony and a light breakfast followed by a day of fun-filled activities. Camp will close at 4:00pm on Sunday, September 28<sup>th</sup>. Help the Scouts practice the "leave no trace" principle when packing up camp before departing that afternoon.

This guide will help you to plan for activities, pack all of your essentials, and have an idea of what to expect out of your weekend away. After reading, if you have further questions, please feel free to contact us and we will be glad to help! We want this experience to be one of the best parts of your Scouting adventure!

Thank you for your participation and your efforts to make our program exceptional. It is through the contributions of volunteers like you that we build not only the future of Scouting, but the future of a nation.

Your partners in Scouting,

Fall 2025 Cub Family Camp Staff

# Administration

## Registration

Registration is via the Dan Beard Council website: <https://scoutingevent.com/438-101605-235578>

## Fees

Registration fees will cover the cost of supplies, Saturday evening dinner, and Sunday morning breakfast and lunch. Advanced registration is encouraged to ensure adequate supplies and food are available; although, walkup registrations will be permitted. The fees are listed below:

	<u>Early</u>	<u>Regular</u>	<u>Walk-up</u>
Scout	\$20	\$25	\$25
Adult	\$15	\$20	\$20
Sibling (under age 4)	FREE	FREE	FREE

Early registration ends on Monday, September 22, 2025 at 11:59 PM eastern time. Regular registration ends on Wednesday, September 24 at 11:59 PM eastern time. After the end of regular registration, only walkup registration will be available.

# Registration and Check-In/Check-Out

## Check-In

One Adult Leader from each Pack should report to the registration area to complete check-in. These completed forms must be ready at check-in.

1. Camp roster, two copies - a copy for registration plus a copy for your own use
2. BSA Health and Medical Record Parts A and B for every camper, adult and youth. Please ensure that every health form has a copy of the registrant's health insurance card attached.

Camp sites will be assigned at check-in for units and individual families camping Saturday night.

## Traffic Control and Parking

All participants are expected to obey the traffic rules in effect. Please be courteous and follow the directions of the volunteers when driving and parking. Only authorized Cub Family Camp staff vehicles will be allowed into the camping area or program area. Due to the limited amount of parking at Camp Michaels, trailers and RVs are not permitted.

# Food and Drinks

## Food

We will provide an evening dinner on Saturday, and breakfast and lunch on Sunday during Cub Family Weekend. If you have any special dietary needs, please contact us as soon as possible so that we can make appropriate accommodations.

## Water

Water coolers will be available throughout camp. Each person in attendance should bring a refillable water bottle with them to be reused throughout the event.

# Facilities

## Location

Cub Family Weekend will be held at Camp Michaels. The camping area is located in the “Big Turtle” Fields directly behind the Eagle Lodge. The program activities will be held in the areas around Eagle Lodge and surrounding field. Some walking will be required to get to and from the various activity areas. Please contact camp staff or the Membership Executive if any accommodations or assistance are required for participating in this event. Shooting sports ranges will be roped off. Gunpowder Creek will also be off limits. Leaders and parents are expected to help keep Scouts and siblings out of restricted areas.

## Wildlife

We share the campgrounds with a variety of wildlife. Please remind youth and adults about how to avoid confrontations with them. Report all wild animal encounters to camp staff. If the encounter has involved an injury, send for the medic immediately. There is also the possibility of ground hornets and other stinging insects. The Camp Health Officer should be made aware of anyone with a serious allergy and a responsible adult should have an EpiPen if it is prescribed for the individual.

## Restroom Facilities

Attendees are expected to follow all youth protection (YPT) rules regarding restroom usage and to be attentive to restroom signs designating who can use what restroom. Adults should not use restroom facilities designated for youth and vice versa. Please do your part to help keep facilities clean.

# Program

## Activities

Cub Family Weekend will have programs planned throughout the day. Some activities may have an assigned Activity Period for each unit dependent upon the availability of volunteers to run the activity. Awarding recognition for achievements is the responsibility of individual Packs, and not the Council or Cub Family Weekend staff.

## Schedule of Events

### Saturday, September 27th

- 4:00 PM - 6:00 PM Check-in (Eagle Lodge) and Camp Set-up (Big Turtle Fields)
- 6:00 PM – 7:00 PM Dinner (Eagle Lodge)
- 7:00 PM – 7:30 PM Leaders Meeting (Eagle Lodge patio)
- 7:30 PM – 8:30 PM Campfire Program (Amphitheater)
- 8:30 PM – 9:00 PM Return to Campsites (Big Turtle Fields)
- 10:00 PM Quiet Time

### Sunday, September 28th

- 8:00 AM – 8:15 AM Opening assembly (Eagle Lodge Parade Field)
- 8:15AM – 9:00 AM Breakfast (Eagle Lodge)
- 9:30 AM – 12:00 PM Activity Session 1
- 11:30 AM - 12:30 PM Lunch (Eagle Lodge)
- 12:00 PM – 3:00 PM Activity Session 2
- 3:00 PM – 3:15 PM Closing Flag Ceremony (Eagle Lodge Parade Field)
- 3:15 PM – 4:00 PM Pack Up / Clean Up Depart Camp

## Outpost

An Outpost Experience will be offered to Webelos (4<sup>th</sup> Grade) and AOL (5<sup>th</sup> Grade) Scouts and their leaders and/or parents if there are enough volunteers to maintain YPT ratios. For Outpost, Webelos and AOLs and their parents will hike to a remote part of camp after dinner on Saturday to sleep out under the stars for the night. Those interested in going on Outpost should bring a sleeping bag and sleeping pad.

## Religious Services

There will be an Interfaith Prayer Service at 9:00am and a Catholic Mass at 10:00am on Sunday at Martin Chapel which is a short walk from the lodge.

# Health and Safety

## **Parent Permission/Medical Authorization Form**

A completed copy of the BSA Health and Medical form (Part A & B) form is required for each participant (youth and adult.) The form is available on the Council website at [www.danbeard.org](http://www.danbeard.org) and must be in possession of the driver of the vehicle in which the youth is transported to and from the event, and in the possession of the camp staff upon arrival. These forms will be turned in at registration and will be returned to your unit leader (or parent in the instance of individual Scouts) at the end of the program.

## **Youth Protection**

All adult attendees must adhere to Scouting America YPT requirements. Unit leaders are responsible for ensuring that adults participating in this event are familiar with YTP requirements and that two-deep leadership requirements are met. Units that register together must adhere to YPT adult to youth ratios at all times, individual Scout families who register are strongly encouraged to take YPT prior to attending to ensure the safety and security of all Scouts at camp. YPT can be taken online through [my.scouting.org](http://my.scouting.org). Reminders: never be alone with a scout that is not your child, have Scouts use the buddy system at all times, give Scouts privacy when changing/using restrooms, use caution when taking pictures of Scouts you do not know (please do not post pictures online without parent permission), and please report any signs of abuse to camp staff immediately.

## **Medications**

Unit leaders are responsible for making sure that youth currently on prescription medication have enough supply for the duration of the event and that it is taken as prescribed and stored securely.

## **First Aid**

A First Aid Station will be staffed during the event. During the event, the First Aid Station will be located at the Eagles Lodge. The designated Health and Safety Staff member will evaluate injuries requiring more than minor treatment. In the event the injured party must be transported to a hospital, it will be the responsibility of the injured party's unit or parent(s) to do so. BSA policy requires that any injections for diabetes or other medical concerns be done in the presence of the camp medic. In the event of a serious injury, PLEASE DO NOT MOVE THE INJURED PERSON UNTIL DIRECTED TO DO SO BY THE MEDIC.

## **Sanitation/Disinfectant Reminder**

Please remember to thoroughly wash hands after using the restroom, before handling food, and before eating.

## **Severe Weather**

In the event of severe weather, units will seek cover in available structures. The showerhouse is the designated storm shelter. Unit leaders should bring a roster of participants to keep track of who is on site in the event of an emergency. Individual contingents will account for their own youth and adults. Attendees that leave the event early should notify their unit leader.

# Policies

## Two Deep Leadership and Youth Protection

We are relying on Packs to provide their own adult supervision and two-deep leadership. Volunteers will be on staff to manage the event and run activities. Parents should not just drop Scouts off to be left unaccompanied at the event. The following BSA Policies will be in effect.

- National BSA policy: Two registered adult leaders 21 years of age or over are required at all Scouting activities.
- There must be a registered female adult leader 21 years of age or over in every unit serving females. A registered female adult leader 21 years of age or over must be present for any activity involving female youth or female adult program participants.
- Kindergarten or the 1st grade aged youth MUST have a parent or designated guardian with them at all times.
- Cub Scout Camping requires 1 leader for every 4 Cubs with a minimum of 2 leaders per Pack. Each Pack participating in the Cub Family Camp must have a minimum of two adults. The only exception is where a Pack's participation is limited to members of only one family. For example, a mother/father with their son(s)/daughter(s).
- After the initial 2 adults to 8 youth ratio, there must be at least 1 adult for every 4 youth. EX: 3 adults for 12 youth, 4 adults for 16 youth.
- However, parents are allowed to camp overnight with any number of their own children.
- Cub Scout parents or legal guardians taking part in an overnight Cub Scout program with their own child or legal ward are not required to register as leaders. All adults must review the "How to Protect your Children from Child Abuse: A Parent's Guide" that can be found in the front of each Cub Scout Handbook. In addition, the parent or legal guardian must be accompanied by a registered leader at any time they are with youth members other than their own child/ward. All other overnight adults must be currently registered in an adult fee required position.
- National Scouting America policy also states that "When staying in tents, no youth will stay in the tent of an adult other than his or her parent or guardian."
- Youth may only share a tent with their parent / guardian and siblings, or other youth within 2 years of age. No youth may sleep in a tent with an adult other than their parent or guardian.
- All Scouts must practice the "Buddy System" when moving around camp. Unit leaders should explain the "Buddy System" to campers in advance and ensure that their Scouts do not wander around camp unaccompanied at any time.
- It is the unit leader's responsibility to ensure that these policies are enforced within his/her unit. It is also the unit leader's responsibility to ensure that adult leaders hold current BSA Youth Protection Training certification and that all youth/adult participants abide by the BSA Youth Protection Training policies.
- Questions or concerns should be directed to the Cub Family Camp Director or Membership Executive.

## **Parental Authorization**

A current BSA "Annual Health and Medical Record" Parts A and B1/B2 are required for each attendee (Scouts, adults, and siblings). These forms will be accessible on-site to the unit leaders at all times in case of emergency. The BSA Annual Health and Medical Record form is available at:

[https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001\\_AB.pdf](https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf)

Any youth or adult without a medical form on-site will not be able to participate. Blank forms will be available on-site during check-in if needed. Having forms filled out ahead of time will speed up the check-in process. All forms will be kept secure with the Camp Medical Director until the end of camp. When departing, individuals may collect their form and the form(s) of any family members.

## **Emergency Contact**

All units must provide a cellular phone number to be used as a primary contact for every member of their unit. The emergency numbers for the Cub Family Camp staff will be provided at registration. Emergency numbers are only to be used in case of an emergency. Note that there is limited cell phone coverage at Camp Michaels.

## **Discipline**

Leaders and parents are responsible for the behavior of their Scouts at all times. Adult leaders and parents who are not helping in the events should circulate through the events in which their Scouts are participating. This allows our program volunteers to better focus on and deliver a quality program.

As in all Scouting activities, the Scout Oath and Scout Law will be the ground rules of the Cub Family Camp. As with all outdoor events the BSA Leave No Trace guidelines listed below also apply:

1. Plan Ahead & Be Prepared
2. Pack It In, Pack It Out
3. Leave What You Find
4. Respect Wildlife
5. Respect Others

Units are responsible for the behavior of their youth and adult members. Any individual that does not comply with BSA and Cub Family Weekend rules will be asked to leave immediately.

## **Knives**

Knives are tools. Any Scout or Scouter observed using a knife in an unsafe manner will have the knife confiscated, held for the remainder of the Cub Family Weekend by a member of the staff. The programming at Cub Family Weekend will not require the use of knives. Any Scout with a knife must be able to produce their Whittling Chip or Totin' Chip card or it will be confiscated by staff and returned to their responsible adult.

## **Firearms**

Firearms, pellet guns, BB guns, bow and arrows, or slingshots of any kind are prohibited! The only exceptions are those provided by the Cub Family Weekend staff to be used only in the designated range area under qualified supervision.



## **Shooting Sports**

Shooting sports ranges will be open if certified rangemasters are available. Keep in mind that rangemasters are volunteering their time to allow shooting sports to be offered. All participants must follow posted range rules and follow rangemaster instructions. Anyone that does not follow range rules will not be permitted to participate in shooting sports at Cub Family Weekend.

## **Fireworks**

Fireworks are prohibited at Cub Family Weekend.

## **Electronics**

Scouts should not bring hand-held games, headphones, I-pods, or other electronics to Cub Family Weekend. These items must be left in the vehicles or secured by parents or unit leaders. Cell phones are allowed for emergency use only. Note that cell phone service is limited at Camp Michaels. Family members, as well as Cub Scouts, are expected to comply with this restriction. Books or magazines can be used during down time.

## **Medication**

Parents/guardians will be responsible for their Scouts' medications. Medication must be secured in a vehicle or parents/guardians must keep any medication with them at all times.

## **Proper Uniform**

All Scouts and Scouters should plan to wear their Class B Uniforms (Camp T-shirt/Pack T-Shirt if available) which should be worn throughout the entire Cub Family Weekend. Closed toe shoes or other adequate footwear and socks should be worn. A change of clothing for each Scout is advised. Scouts may opt to bring their Class A Uniform to change into for the opening and closing flag ceremonies.

## **Other Guidelines**

- Alcoholic beverages and controlled substances are prohibited on all BSA properties.
- All camps, including buildings, shelters, and general grounds are non-smoking. Smoking is only permitted in the parking lot in your personal vehicle.
- Pets are not allowed.

# Camping Guidelines

## Campsite Assignment

We will be using the Big Turtle Field behind Eagle Lodge for camping areas. Campsites will be assigned on a first come first serve basis. It is the responsibility of each family to bring a tent and all necessary camping supplies. Vehicles will not be allowed in campsites except for persons with a disability that make special arrangements ahead of time. Only authorized vehicles in support of Cub Family Weekend operations will be allowed into the camping area.

The camping area is fairly flat, and campsites will be in an open field with scattered trees. Protect tents by bringing sturdy ground cloths or tarps. It is also a good idea to bring foam or inflatable ground mats to sleep on to get a good night's rest.

Remember the BSA Leave No Trace guidelines, all units should keep the impact of camping on the environment to a minimum. Please leave the camp in better shape than when you arrived!

## Fires

Open fires are not permitted at Cub Family Weekend under any circumstances except those maintained by camp staff. There will be a designated campfire at this event on the evening of Saturday, September 27<sup>th</sup>.

## Trash

Please respect the facilities – it is everyone's responsibility to keep the camp clean throughout the weekend. DO NOT place trash or food waste anywhere but in designated garbage bins. Every unit should bring a supply of plastic trash bags to securely bag and haul out their own trash. Each unit is responsible for removing their own refuse from the campsite. Also be mindful to prevent food or food wrappers that could attract wildlife to the camping area. Trash cans and a dumpster will be located at Eagles Lodge.

## Quiet Hours

Quiet hours and lights out will be from 10pm to 6am. Leaders in each unit are responsible for enforcing quiet hours and lights out.

## Individual Gear

Each Scout should bring a day pack with the scout essentials to be carried with them throughout the day. The following items can also be used as part of the equipment you bring for overnight camping. See the suggested overnight camping list at the end of this packet if you plan to camp Saturday night.

### Day Pack essentials:

- Extra socks
- Rain poncho or equivalent
- Water bottle/canteen filled with drinking water
- Sunscreen, hat, sunglasses
- Bug spray (if needed)

## Pack Gear

Each unit should have a Pack first aid kit. See BSA guidelines. Any other items needed by your unit are the individual Pack's responsibility.

# Staff Contacts

Keli Witt, Vice President of Membership – (513) 226-9770 – [keli.witt@scouting.org](mailto:keli.witt@scouting.org)

Will Kramer, Membership Executive – Trailblazer – (513) 577-7698 – [william.kramerii@scouting.org](mailto:william.kramerii@scouting.org)

Cub Family Weekend Camp Director – Chris Sandfoss: (859) 816-3125

# Cub Family Weekend Suggested Packing List

Bring the following items. Check off each item as you pack your equipment.

<input type="checkbox"/>	Sleeping bag, pillow, air mattress or pad
<input type="checkbox"/>	Water bottle (reusable)
<input type="checkbox"/>	Mess kit or reusable cup, bowl, plate, and utensils
<input type="checkbox"/>	Folding camping chair
<input type="checkbox"/>	Toiletries – toothpaste, toothbrush, comb, deodorant, medications etc.
<input type="checkbox"/>	Change of clothing, pajamas, underwear, shoes (Close Toed ONLY), extra socks (pack items into a small duffel bag or backpack not in a trash bag)
<input type="checkbox"/>	Extra plastic bag or other container for dirty clothes
<input type="checkbox"/>	Flashlights and batteries
<input type="checkbox"/>	Sunscreen and other sun protection such as hat and sunglasses
<input type="checkbox"/>	Insect repellent
<input type="checkbox"/>	Rain Poncho
<input type="checkbox"/>	Lightweight jacket, sweatshirt
<input type="checkbox"/>	Tent – ground cover, stakes, etc.
<input type="checkbox"/>	Optional: Camera, notebook, pen/pencil, watch, books, magazines

DO NOT BRING: electronics, videos games, MP3 players. Cell phones are to be used for emergency phone calls only. Cell phone service at Camp Michaels is limited.