

Miami Valley Council

Day Camp

Leaders Guide

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Mission of the Miami Valley Council

It is the mission of the Miami Valley Council to serve others by helping to instill values in young people and in other ways prepare them to make ethical choices over their lifetime in achieving their full potential. The values we strive to instill are based on those found in the Scout Oath and Law.

WHAT IS CUB SCOUT DAY CAMPING? NATIONAL STANDARDS

The Boy Scouts of America has established standards so that each council may realistically appraise its facilities, equipment, staff, service and program. The standards must be met, whether or not the day camp facilities are owned by the council.

Using the standards as guide, a pre-camp inspection is made. During the actual operation of the day camp, an inspection team will visit the site and conduct an inspection with the camp director. Appropriate forms will be signed and forwarded to the Southwest Region for recognition.

CUB SCOUT DAY CAMP - Ideally encourage participation of den and pack leadership to strengthen packs so their boys benefit and grow with a good outdoor experience. The daily program should be centered on Cub Scout achievements and electives and Webelos activity requirements as they relate to the outdoor program.

WHY CUB SCOUT DAY CAMPING?

1. It provides continuation of the Cub Scout program through the summer.
2. Helps the boys maintain their interest and needs.
3. Helps provide a pack the opportunity to earn the National Summertime Award.
4. Assists in recruiting, training, and inspiration of present and future Cub Scout Leadership.
5. Assists in the progression from Cub Scouting to Boy Scouting.
6. Day camping is living in a natural environment.
7. The number one aim is to help packs be successful.
8. Day camp is an adventure with a purpose.
9. Day camp helps strengthen den and pack organization for better year-round organization.
10. Most importantly, day camp is FUN!

Day Camp NO-NO's

- **No firearms, pocket knives, or any weapons**
- **No glass containers or aerosol cans**
- **No open toed shoes (sandals, crocs, flip flops, etc.)**
- **No tobacco products, including chew, electronic cigarettes, personal vaporizers, etc...**
- **No pocket lasers**
- **No Pets—with exception to service animals**
- **No matches or lighters**
- **No Stick or Stone throwing**
- **No Alcoholic Beverages and Illegal drugs**
- **No Gameboys, cell phones, electronics or Bad Attitudes!!**

Program Activities

Advancement

Advancement has always been part of our Day Camp of the past, but it is not necessarily the main focus. The Day Camp program contains a well-balanced variety of activities that may contribute to a boy's achievements and adventures. At the end of Day Camp every effort will be made to give you a list of achievement that were worked on at Day Camp.

Note: The Day Camps are under no obligation to provide activities at Day Camp required for any Cub Scout Advancement nor is the camp required to provide notification of such advancement. Pack Leadership should keep track of activities themselves to obtain a complete list of earned advancements for their scouts

Shooting Sport Stations

Archery and BB's are provided with time for instruction and shooting opportunities. We maintain all of our ranges to strictly follow the BSA guidelines for safety and maintenance. Leaders certified by the BSA in Range Supervision oversee the ranges.

Sports

The Cub Scout program puts a lot of emphasis on sports and physical activity. At Day Camp we make sure that sports are part of each day's activities. Emphasis is placed on both individual and team sports and is structured so every Scout has the maximum opportunity to participate.

Other Stations

The remaining stations will concentrate on various skills and fun activities like crafts, scout skills, and theme oriented ideas. We make sure that the emphasis is placed on the Cub Scout Motto, "Do Your Best", so that all the boys can participate.

Other Activities

Opening and Closing Ceremonies

Every morning we will begin our day of activities at the gathering area (flagpole) with a flag raising ceremony. We will end the day with any announcements for the following day. and we will retire the flag to close camp for the day.

One of the goals of Scouting is to encourage good citizenship. Day Camp provides excellent opportunities for this during our daily opening and closing exercises. Our goal is to teach proper respect and etiquette for the flag of the United States of America. We ask that EVERYONE within sight of the flagpole in camp stop what they are doing and face the flag during opening and closing exercises. This includes ALL staff, Scouts, and parents. We ask you to support our efforts by standing still and facing the flag during this time and remain that way until the flag ceremony is complete.

Friday Family Fun

This year due to Covid we will not be having a Friday Family Fun Day.

Camp Operations

Buddy System

Day Camp runs on the buddy system. At the beginning of each day, before the den moves to their first program station, the chaperones must ensure that every Scout camper is paired with a buddy. Where it is necessary, three Scouts may be grouped together as buddies. Each Scout should know where his buddy is at all times and should not leave his buddy for any reason. This includes traveling to the restrooms, trading post, lunchtime and program activities. Chaperones should immediately question any Scout found by himself to ask where his buddy is and stay with the Scout until the buddy is found.

“Orphaned” Campers

Each pack must have a chaperone stay until all of their boys have been picked up. Do not leave members of your pack under the supervision of another pack. A staff member will remain to provide two-deep leadership. If a scout is still remaining 15 minutes after the designated checkout time, the chaperone should notify the camp administration so that contact with parents, guardians, or other emergency contacts can be attempted.

Parking

All vehicles must park in the designated parking lots. Parking space is at a premium so packs would benefit from organizing car pools to reduce the amount of parking spaces needed.

Trading Post

The camp maintains a trading post to allow Scouts, Parents and Chaperones to purchase snack and drink items. Scouts may visit it with permission of their Pack Chaperones and in the company of their designated buddy. Parents should decide ahead of time how much money is appropriate to spend each day. The trading post will only accept cash.

Lost and Found Items

A “Lost and Found” box is kept in the Administration area for items that are discovered at program stations or elsewhere on the camp grounds. Administration staff will make every effort to return items to the proper Scout. Labeling items with the Scout’s name, pack number will assist in the rapid return of missing items. Unlabeled or unidentifiable items will be kept in Administration and Scouts or their parents may go through it at any time. Items not retrieved at the end of the week will be kept and made available at the September District Roundtable meeting after which they will be donated.

Trash Pickup

Each pack will be given a bag to use for trash each morning and the Scouts are encouraged to not only put their trash in these bags but also actively look for trash anywhere it can be found. We want to leave the park better than we found it, and this is also a great way to demonstrate to our Scouts the importance of keeping our community clean.

Emergency Procedures

Injury and Illness

The first aid station for the camp will be located in the Administration area. A list of all first aid certified individuals in the camp without first securing a replacement with the skills required by the BSA National Standards. In the event of an injury or illness the chaperones will immediately notify the Camp Director or Medical Staff.

**ALL INJURIES MUST BE REPORTED REGARDLESS OF THE SEVERITY!
THERE IS NO EXCEPTION TO THIS RULE.**

In the event a Camper must be transported to a hospital or other facility, camp personnel will notify the parents. Camp will have a vehicle in Camp at all times for Emergency Transportation, as required by BSA National Standards.

Heavy Rain or Electrical Storm

Camp activities will continue to take place even in light or moderate rain. In case of heavy rain or electrical storms the packs will move to shelters based on the emergency plan that will be in the staff manual and in the pack folder.

Fire in Camp

Fire is a real possibility during this time of the summer. All permitted fires will be in designated areas only, and all usual and customary fire safety precautions and rules will be followed.

In the event of an uncontrolled fire, campers will be evacuated to a safe location and the emergency plan procedures in the staff manual and in the Pack folder will be followed.

Lost Camper

While every precaution is made and many procedures are put in place, it remains a possibility that Scouts will get lost or separated from their group. The Day Camp has a plan designed to quickly locate the missing Scout and return him to his proper den location. It also includes escalation steps to follow if a Scout continues to remain lost. This plan is in the administration area and in the pack folders.

Evacuation Procedures

In the event an evacuation is required, the Camp Director will make the decision to evacuate and camp staff will contact pack chaperones to inform parents of the evacuation and to implement the pack plan for getting Scouts home.

EACH PACK SHOULD HAVE

A PHONE TREE IN PLACE

A TRANSPORTATION PLAN IN PLACE (should camp close early)

- Campers and Chaperones will remain in camp until they are dismissed by the Camp Director. Check out is still required.
- Camp Staff will remain in camp until they are dismissed by the Camp Director. Check out is still required.
- The on-site evacuation plan routes everyone to the Parking Lot. In the event of an emergency, dismissal from camp will occur from the parking lot.
- The Camp Director, or their designee, will make any appropriate phone calls and may regulate the use of cellphones during an emergency for the safety of all involved.

Pack Day Camp Coordinator and Chaperones

Health Forms

EVERY youth and adult in camp must complete parts A & B of the Annual Health & Medical Record. Please remember to have parents sign and attach a **COPY** of their insurance card, front and back. Bring the forms to Day Camp on the first day. Scouts without health forms will not be allowed to stay at Day Camp.

Chaperones

Day Camp standards require that appropriate chaperone numbers be maintained during the camp program. The **Pack Day Camp Coordinator** is responsible for ensuring that the pack has **one chaperone for every 5 Scouts attending camp each day**. Tiger cubs must have an adult partner as their chaperone, but those adult partners can chaperone four other Cub Scouts.

Chaperones are responsible to camp administration and have the following responsibilities:

- Take attendance each morning before leaving for the first station and a runner will pick up your attendance sheets during the first station.
- Go over your pack's daily schedule with the Scouts at the beginning of each day.
- Ensure that each Scout has a "buddy" and that no Scout ever goes off alone. This includes trips to the bathroom, trading post, and traveling between stations.
- Conduct a headcount at arrival and departure from each station
- Escort the pack from station to station. The chaperones should encourage singing, cheers, games, and any other activities to keep the Scouts enthusiastic throughout the day.
- Assist the Boy Scouts with the program activities so the boys can make the best opportunities available.
- Always watch out for camper safety. Help prevent dangerous activities like rock and stick throwing, walking with bare feet, and running through camp.
- Heat related injuries are our number one cause of First Aid visits. Please ensure that everyone in your pack (adults included) is drinking lots of water.
- If medical assistance is needed, escort the camper and his buddy to the First Aid Station. That way, when released, the Scout & his buddy can escort each other back to the activity station.
- Maintain crowd control in the pack. Use the Scout Sign and do not yell at or touch the Scouts. Report any problems to the Camp Director.
- Ensure that the parents or guardians sign out their Scouts at the end of the day. When all Scouts are signed out, return the attendance sheet to the Administration area.
- Keep smiling and HAVE FUN!

Check-in and Check-out

At check-in each morning one Chaperone will come and get their Pack's folder with the daily schedule, attendance sheet, and other pertinent information.

Once you have taken attendance please pick up your colored wristbands (each day) to ensure easy identification of those who are permitted to be participating in camp activities. ALL Scouts and Chaperones will need a wrist band.

At check out each evening please turn in your Packs Folder after the closing ceremony. Parents should wait until the closing ceremony is completed before signing out their Scouts. Each PACK must have an adult chaperone stay until all of their boys have been picked up. Do not leave your Scouts under the supervision of another pack. A staff member will remain to provide two-deep leadership.

Uniform

The official day camp uniform consists of the camp T-shirt (or other BSA T-Shirt), shorts, colored wristband (given out at the beginning of each day) hat or visor, socks, and closed-toe shoes (no sandals or "Crocs")...sneakers are preferred. A scout T-shirt should be worn every day and at all times while at Day Camp.

Please remember to label all belongings brought to camp with name and Pack number to assist us in returning any lost items.

Lunch

There is no dining hall facilities at camp. Scouts, Chaperones and staff members must bring their own sack lunches each day to camp, including a drink. Please send lunches that are completely disposable.

Exercise caution when preparing these lunches as salad dressing, mayonnaise and certain kinds of meat will spoil in warm humid conditions. It is recommended that campers use ice packs in their lunches to keep their food cold.

Packs may decide to bring a cooler for their entire group to store their lunches in.

Packs may also want to supply a wagon for the week to transport items from station to station.

Water is provided throughout the camp all day long and participants are encouraged to drink lots of water.

What to Bring

Each day camper should bring:

- Camp Uniform (see above)
- Hat/Cap-for protection from the sun
- Water bottle-you will be able to refill
- Sack lunch with a drink (see above)
- Sunscreen
- Small bag/backpack to carry their items
- Small towel to sit on
- Poncho/rain coat, in case of rain
- Chaperones will want to bring a tarp to lay down for all the boys to sit on for lunch
- Chaperones may wish to bring a wagon for moving items from station to station

The Day Camps will not be held responsible for any damages or loss of personal equipment brought to camp.

Prohibited Items and Activities

- No boy is allowed to wander on his own...always stay with a buddy!
- No boy may leave camp during the day without the permission of the Camp Director
- Vehicles may only park in the designated parking areas.
- No sandals, flip-flops, "Crocs", or open toe footwear allowed
- No throwing of objects except as apart of a program activity station
- The use of foul, profane, or abusive language will not be tolerated
- No electronics allowed (e.g., handheld games, PSP, DS, iPods, mp3 players, etc.)
- Drugs, Alcohol, and firearms are not permitted at camp
- Use of tobacco products is prohibited in front of youth AT ANY TIME and is prohibited in program areas. **This includes the use of electronic cigarettes, personal vaporizers, or electronic nicotine delivery systems that simulate tobacco smoking.**
- No knives, axes, or hatchets should be brought camp (even if the scout has the Whittling Chip)
- No open flames, matches, or fireworks are permitted except as part of a station's program