

CUBS IN CAMP LEADER GUIDE 2026



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The Susquehanna Council, SCOUTING AMERICA, is a proud partner agency of the United Way

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GUIDE TO THE LEADER GUIDE:

EVENT ANNOUNCEMENT & LETTER FROM STAFF ADVISOR	PAGE 3
LOCATION FOR CUBS IN CAMP, IMPORTANT DATES, & STAFFING & LEADERSHIP REGISTRATIONS	PAGE 4
HEALTH FORMS, VISITORS & EARLY DEPARTURES	PAGE 5
NATIONAL POLICIES	PAGES 6
CAMP PROGRAM POLICIES	PAGE 7
SUGGESTED ITEM CHECK LISTS (YOUTH/ADULT)	PAGE 8-10
	PAGE 11



CUBS IN CAMP – HALLOWEEN FUN

Cubs in Camp is a day of fun at Camp Karoondinha. This year Cubs in Camp is offering an overnight camping experience and encouraging all participating Units, Scouts, and Scouters to spend the night Saturday evening. There will be a campfire program after the scary trail hike and dinner / Cracker Barrel

**These activities will continue rain or shine. In the case of severe weather, alternate activities will be offered!*

Cubs in Camp is operated by nationally trained local Scouters interested in providing a fun, exciting outdoor program for Lions, Tigers, Wolves, Bears, Webelos and Arrow of Light Scouts.



Welcome to the 2026 Susquehanna Council Cubs in Camp! The Susquehanna Council and our Cubs in Camp staff are very excited to have you and your Cub Scouts join us at Camp Karoondinha this fall. We have a very exciting program with tons of fun and activities planned! We hope to make this camp enjoyable for everyone.

This year's Halloween activities will include STEM, snacks, games, BB and Archery, Crafts & First Aid and JOTA

Please take the time to review the information provided to you and be sure to take advantage of what this leader's guide has to offer, as it will assist you in planning a successful Cubs in Camp experience for your Cub Scout pack.

LOCATION

Camp Karoondinha – 225 Thomas Dam Road, Millmont, Pa 17845



IMPORTANT DATES

REGISTRATION DEADLINE: OCTOBER 4, 2026

EARLY BIRD NOW TILL SEPTEMBER 27, 2026, COST YOUTH \$15 - ADULTS / STAFF \$10

REGULAR FEE SEPTEMBER 28 – OCTOBER 4, 2026, YOUTH \$25- ADULTS / STAFF \$20

EVENT DATE: OCTOBER 17, 2026 - 8:00 AM- 4:00 PM (WITH OPTIONAL CAMPING THROUGH OCTOBER 18, 2026, SATURDAY EVENING THERE WILL BE A SPOOKY TRAIL, CRACKER BARREL, AND CAMPFIRE FROM 5PM TO 7PM FOR ANYONE WHO WANTS TO PARTICIPATE - CHECK OUT 11:00 AM) – **PLEASE MAKE SURE YOU ARE THERE FOR REGISTRATION AND CHECKED IN BY 8:30 AM SO SCOUTS CAN PARTICIPATE IN THE SHOOTING SPORTS SAFETY BRIEFING.**



STAFFING & LEADERSHIP

Station Leads and Station Assistants are registered adult Scouters that help by providing guidance and two-deep leadership. Station Leads will be responsible for setting up and tearing down your station and making sure that program is implemented properly. They are responsible for following the schedule and staying on task. Station assistants will help with setting up and tear down of your station and assist the station lead as necessary.

Units are responsible for providing their own two-deep leadership. Units are also responsible for making sure that unregistered parents are not left alone with any other scouts other their own children.

All Leaders must have current Safeguarding Youth Training.

REGISTRATION

PRE-CAMP-

Everyone must register either through Black Pug or at the Scout Service Center by the registration deadline. This includes Staff, Youth, Leaders and Parents.

Youth Eligibility

All youth must be registered with Scouting America to attend this event.

- **Lion Scouts** Enrolled in Kindergarten and/or 5 years old
- **Tiger Scouts** First grade and/or 6 years old
- **Wolf Scouts** Second grade and/or 7 years old
- **Bear Scouts** Third grade and/or 8 years old
- **Webelos Scouts** Fourth grade and/or 9 years old
- **Arrow of Light** Fifth grade and/ 10 years old

All Scouts attending who are Lion or Tiger Scouts must be accompanied by an adult partner.

Camp Registration - Adults

All adults must be registered members of the pack and/or be the parent or legal guardian of an attending Scout. Adults in direct contact with and having supervisory capacity over Scouts are required by the Commonwealth of Pennsylvania to comply with Act 15 regarding clearances, as well as up-to-date Youth Protection Training.

Cancellations and Refunds

Cancellation by Council--The Council will fully refund all prepaid event or activity fees for an indoor or outdoor event if the Council cancels the event/activity and does not publish a date for the rescheduling of the event within 30 days of the date of cancellation. If the participant is unable to attend the rescheduled date(s), the guidelines for cancellation by participant will apply.

However, if the event or activity is cancelled as a result of a short-notice directive or order from federal, state, or local officials or BSA National and the event cannot be rescheduled, the council will assess its ability to provide a full refund or a refund minus appropriate fees. All participants will then be notified of the refund determination for the cancelled event.

Cancellation by participant--The Council will refund prepaid event or activity fees, minus an administrative fee of 10% of all prepaid event or activity fees, if the notice of cancellation or withdrawal is received in writing at the Scout Service Center in a timeframe of more than 21 days before the start date of the event.

The Council will refund 50% of all prepaid event or activity fees for an outdoor event/activity if notice of cancellation or withdrawal is received at the Scout Service Center within the timeframe of 21 days or less before the start date of the event or activity until the closing date of registration for the event.

The Council will not refund any of the prepaid event fees for a special event if notice of cancellation or withdrawal is received at the Scout Service Center after the closing date of registration for the event.

All event or activity fees collected on-site are non-refundable.

HEALTH AND FORMS

Health and Medical Records

Every Scout and adult who will be attending Cubs in Camp must submit a SCOUTING AMERICA Health Form Parts A & B. The form must be filled out completely and signed by the Scout's parent or legal guardian. Health Forms must be updated annually by the parent or legal guardian. This is to ensure that if any medical changes have occurred that the youth would receive safe and proper treatment in the event of an emergency.

The Susquehanna Council is no longer required to keep these health forms on file and therefore will be returning them once Cubs in Camp has concluded. It is still always a good idea to make copies, just in case the originals are lost or damaged.

Medical - "Check in Process"

A medical check-in is required as part of your pack's check-in procedure. All health forms will be turned-in to the Camp Health Officer who will review them with you. The medical recheck is provided to protect against the spread of illness, to verify the use and proper administration of prescription drugs and to evaluate any changes in medical conditions.

All prescription drugs should be clearly labeled with the Scout's name and pack number and should be kept in a locked box with the unit leadership.

Hold Harmless – Shooting Waiver

Range and target activities require that each Scout has a signed hold harmless shooting waiver to participate in shooting sports. Form will be attached to registration and must be signed parent or legal guardian. If you have your form from summer camp you can use that. No form no shoot

VISITORS

Please inform anyone from your pack who is planning to visit Camp that they must first report to the camp office where they will sign in in the logbook; giving their name, the name of the Scout they're visiting and/or the purpose of their visit. At that time, they will be issued a colored wristband that they must wear the entire time they are at camp. Once their visit has concluded, they must stop by the camp office and sign-out and surrender their colored wristband.

Please advise all parents to leave all family pets at home. No pets of any type are permitted on camp property.

LEAVING CAMP EARLY

Adults

Any adult member of your pack who must leave Cubs in camp during the day must sign-out and sign-in at the camp office. A logbook will always be available for this purpose.

Scouts

Youth members of your pack may not leave camp without the permission of a parent or legal guardian and a pack leader. The Scout wishing to leave must be accompanied to the camp director by a leader to make sure that the Scout is leaving with the right person. The Scout must also sign out and sign-in in the logbook at the camp office.

Parents taking their Scout home before the end of a session must sign their Scout out.

NATIONAL SCOUTING AMERICA POLICIES

Scouting America has some firm policies regarding situations which could occur in camp. Any Camp Staff member, adult leader, Scout or visitor unwilling to abide by these policies is unacceptable in camp. *These are not negotiable.*

Illegal, Immoral or Unacceptable Acts

As a character-building organization caring for other people's children in camp, any illegal or immoral activity has no place in Scouting America.

Narcotics & Dangerous Drugs

Possession use or being under the influence of narcotics or dangerous drugs (including marijuana) will not be tolerated on the properties of Scouting America.

This does not involve the proper use of prescribed medications by a patient under the care of a licensed physician.

Alcohol

Possession, consumption or being under the influence of alcohol (including beer) will not be tolerated on the properties of Scouting America.

Action Taken on Above Violations

When an individual is suspected of having committed an act of an unacceptable nature, the following steps will be taken:

1. The Camp Director is to be notified immediately. If the matter is of a serious nature, the Council Scout Executive will be immediately notified.
2. All inquiries will be undertaken in a careful and confidential manner by the Camp Director or Scout Executive. Scouting America supports all local laws, ordinances and codes of government bodies in whose territory we operate our facilities.

Tobacco Use

The Susquehanna Council observes the *Smoke Free Policy* of Scouting America which prohibits smoking in all facilities of the Council and of Scouting America.

Therefore, tobacco use is not permitted in any building, storage shed, program area or other facilities for general use of Scouts, leaders and visitors. An adult who must use tobacco is asked to use discretion and not smoke around Scouts and other youth in camp as well as not in any enclosed facility which includes tents. A designated smoking area will be announced.



CAMP POLICIES & PROCEDURES

The camp administration has implemented procedures to address the possible intrusion of unauthorized persons onto the camp property. All camp staff will be trained in the use of these procedures and steps to take in such instances.

Telephone

Please advise parents of the following procedures should they need to contact someone at camp as quickly as possible in the event of a family emergency.

1. Call Event Chairperson Carlonnie Hoover at (570) 768-0774, if no one answers but the voicemail, please leave your name, telephone number where you can be reached, the person's name you're trying to contact, their pack number and indicate clearly that it is an urgent matter or family emergency. Your call will be returned as quickly as possible.
2. If the matter is pressing or time sensitive and Carlonnie did not answer and you have already left a message on his voicemail as described above, then call the Scout Service Center at (570) 326-8236. If no one answers there but the voicemail, please leave the same message with the same information that you just left for Reuben Stugart. Your call will be returned as quickly as possible.

3. If you were unable to reach Carlonnie or anyone at the Scout Service Center and left messages at both places, then call Scout Executive Dennis Dugan at 518-258-7257.

Statement of Camp Policies & Procedures

Groups will be divided by ranks and not packs per program requirements so please keep this in mind when signing up adults / leaders.

1. Cubs in camp will be operated on the chartered unit basis (packs under their own leadership) which is recognized as the ideal method for Scout Camping.
2. Pack leaders will deal directly with the Scouts. The services of the Cubs in Camp Staff are counseling, coaching and of a supervisory nature. The purpose of Cubs in Camp is to provide experiences for the packs that will make them better able to conduct their own program.
3. The program of Cubs in Camp will be based upon the needs and desires of the packs to the greatest possible extent that camp resources will permit.
4. Pack leaders should see to it that all new campers are properly oriented and assisted to get the most out of the camp facilities and to assure the Scouts of a positive experience.
7. Each youth camper must be a registered member of Scouting America to attend Cubs in camp. Cubs in Camp participants must be registered Cub Scouts (or be a Den Chief invited by the pack to assist at Camp).
8. There shall be a minimum of two adult leaders present with each pack at all times. The pack leader or anyone serving as a pack leader must be at least 21 years of age and a registered member of Scouting America. The second adult may be a registered Scouter 18 year of age or older, or a registered parent or guardian of a participating youth member. Registration must be paid with a unit, district, or the Council. Beyond the minimum of two registered leaders, any third or fourth leader would not need to be registered as long as they are the parents or guardians of a participating pack member.
8. Each participant will be provided accident and sickness insurance by the Susquehanna Council as long as they are currently registered with the Susquehanna Council. Participants who are not members of Susquehanna Council units must provide evidence of their own accident insurance as they are not covered by the Council policy.
9. The buddy system is used at all times. The adult leader is responsible for carrying out this regulation. Whenever a Scout leaves his/her group for any reason, he/she must be accompanied by his/her buddy. This applies also to the necessary trip to the restroom. Buddies must be the same gender. If there needs to be a mixed gender buddy group, then they must be a group of three.
10. **Hazing, initiation or any type of physical or emotional abuse to any person at Cubs in camp will not be tolerated at any time. Immediate action will be taken to correct these occurrences should it be necessary.**
11. Any emergency at camp will be handled quickly and effectively. All campers are asked to go immediately to the designated meeting area upon hearing the appropriate signal. Pack leaders should take roll call of their Scouts and await further instructions from the Camp Director or the Camp Program Supervisor. These steps should be followed regardless of the type of emergency.
12. Any Scout or Scouter who arrives later or leaves earlier than check-in and check-out must sign-in and out with the camp director. Record your name, date and time of day in the logbook that will be available at all times at the camp office. Please cooperate in the interest of maintaining accurate camp counts. The adult leadership is responsible for providing written notice to the Camp director if a camper leaves. If a youth participant is leaving prior to the end of the scheduled session, sign-out must occur.

13. Firearms, fireworks or weapons of *any* type are not permitted at Camp. Punk and incense sticks are also not permitted.
14. Any damage or destruction of property by any camper or leader will have the cost of repair or replacement billed to their respective unit.
15. Units are responsible for all meals for their scouts and leaders. Except for cracker barrel Saturday evening
16. If opting to stay overnight, units are responsible for cleaning up their campsite and latrines.

Knives, Axes & Saws

Pocket knives, machetes, and sheath knives will not be brought to camp.
No trees are to be cut on camp property.

Chemical Fuels

The Susquehanna Council does not permit the use of liquid fuel stoves and lanterns during camp. Exceptions may be granted by the Scout Executive for appropriate training programs. Propane may be used under adult supervision, and all cylinders or bulk storage tanks must be removed from the property.

Transportation of Scouts

The following guidelines are based on the National Council Policy on the Transportation of Scouts.

1. All drivers must possess a valid driver's license.
2. All drivers must be 18 years old or older.
3. The vehicle must have a valid inspection certificate.
4. Traffic regulations must be obeyed.
5. Minimum liability insurance of \$50,000 - \$100,000 - \$50,000.
6. Passengers may not ride on tailgates or in truck beds.
7. One passenger per seatbelt only.

Pets in Camp

Scouts and leaders are not permitted to bring *any* type of pets to camp. Campers are not permitted to remove from their natural habitat any mammal, bird, reptile or amphibian except at the direction of an authorized Camp Official.

Valuables

Cubs in camp is not responsible for lost or stolen money or personal possessions. It is suggested that items like cell phones, radios, CD & MP3 players, handheld video games and DVD players should not be brought to camp. Lost and found items can be turned in or sought for from the camp director. All items should have the Scout's name on them or be inscribed with an ID.

CUB SCOUT DISCIPLINE OUTLINE

Cub Scouts are expected to always respect each other and others while at Cubs in Camp. If a Scout's behavior jeopardizes the safety of themselves or others, or doesn't portray the proper Scouting values, they should be asked to stop.

Leaders are responsible for maintaining order within their units. Any and all disciplinary actions will be judged on a case-by-case basis by the Camp Director in consultation with the Council Staff Advisor. When issues arise, the following guidelines will be followed:

1st offense: Warning by Leader or Staff Member

2nd offense: The Scout will spend one rotation with the Camp Director and will miss that scheduled activity. The activity will NOT be made up. Incident is documented and notification will be given to parent/guardian at the end of the day.

3rd offense: Immediate notification of parent/guardian. Incident is documented, and youth may be sent home and not permitted to return to camp.

Physical discipline is NOT allowed at Cubs in Camp (even with your own scout) Scouts are not to be insulted, degraded, or demoralized through verbal discipline



SUGGESTED ITEMS

Scout

Water Bottle (Stay Hydrated)
Sneakers/comfortable shoes*
Backpack
Insect repellent (*No Aerosol Sprays*)
Sunscreen (*No Sprays*)
Sunglasses (*Optional*)
Raincoat /poncho

Do Not BRING

- Alcoholic beverages
- Non-prescription drugs
- Firearms & ammunition
- Bows & arrows
- Pocket knives
- Machete/sheath knives
- Punk sticks
- Firecrackers/fireworks

Cell phones, music devices, and handheld video games and DVD players are strongly discouraged at camp. They will not be allowed in any program area.

** Shoes should be broken in before camp. **No sandals or open-toed shoes are allowed.** Closed toe shoes must be worn throughout camp for each Scout's safety.*

- **Cubs in camp is not responsible for lost or stolen money or personal possessions**