NOVEMBER 2026

WINTER CAMP 2026
LEADER'S GUIDE



TREVOR-REES JONES SCOUT CAMP
DECEMBER 27 - 31, 2026

Scouting America
Circle Ten Council

NATIONAL CAMP
ACCREDITATION PROGRAM

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INTRODUCTION

Letter to Leaders

Dear Scoutmaster / Crew Adviser / Skipper:

Welcome to winter camp at Trevor Rees-Jones Scout Camp! Our staff looks forward to helping your unit enjoy the adventures and opportunities available at Clements Scout Ranch.

A successful Winter Camp experience begins with preparation. Please review our Camp Leader's Guide and Program Guide. It is critical that both guides are shared with every unit leader and parent. These guides and other Winter Camp resources are available at circleten.org.

Work with your patrol leaders' council to plan an engaging experience that builds on the skills Scouts have developed throughout the year. Encourage Scouts to explore camp facilities and programs, including living history activities, COPE, training, and religious emblems. When selecting your unit's camp Scoutmaster, choose an experienced, trained leader who can effectively guide Scouts and fellow leaders throughout the session.

Take advantage of all our amazing Circle Ten Council properties and incorporate them into your unit's year-round camping program! Our camps offer a variety of program opportunities, supported by our dedicated Campmaster Corps.

Thank you for choosing to camp with us! Our entire staff looks forward to helping your Scouts create lasting memories. Please don't hesitate to contact us if you need assistance.



Sean McGaughey
Winter Camp Director



Jason Buffington
Lead Commissioner



Ryan Downey
Staff Adviser

How to Use This Guide

This guide contains important information for leaders about camp preparations and how to make it more enjoyable for your Scouts. With all the program upgrades, it is vital that your unit takes time to discuss program offerings with your Scouts and allow them to make choices based on the newest information.

For specific program offerings, see the separate ***Program Guide***. Classes will open for online selection on November 16.

Key Dates

Oct 1	Black Pug Registration Link **opens**
Nov 1	Winter Camp Online Trading Post **opens**
Nov 16	Black Pug Activities / Merit Badges / Trading Sign Up **opens**
Nov 19	Winter Camp Online Trading Post **closes**
Dec 13	Registration **closes & Final payment due** to avoid late charges

Dec 26 - Day 0	Camp Staff Check-in / Long-term Camper Arrival
Dec 27 - Day 1	Camper Check-in / Opening Campfire
Dec 28 - Day 2	(Program Day 1) Brotherhood Walk / Movie Night
Dec 29 - Day 3	(Program Day 2) Staff reunion / Cowboy Action Competition
Dec 30 - Day 4	(Program Day 3) Scout's Own / Miki-Q BBQ / Closing Campfire
Dec 31 - Day 5	Clean up / Camper and Camp Staff Check out

Camp Accreditation

Each year Trevor Rees-Jones Scout Camp and Circle Ten Council has maintained Scouting's full accreditation to operate Winter Camp.



INTRODUCTION

What is the Order of the Arrow (OA)?

The Order of the Arrow (OA) was founded by Dr. E. Urner Goodman and Carroll A. Edson in 1915 at the Treasure Island Camp on the Delaware River. It became Scouting's official honor camper program in 1934.

Mikanakawa Lodge 101 is Circle Ten Council's OA Lodge founded in 1937 at Camp Wisdom. Since then, our Lodge has grown significantly and includes the merger of three other lodges - Texoma in 1948, Okiciyapi in 1995, and Loquanne Allangwh in 2017. OA members contribute to the ongoing care, maintenance, and improvements made at all four of our council camps. We are one of the largest and most active lodges in the country.

For over 110 years, the OA has recognized Scouts and Scouters who exemplify the Scout Oath and Law daily. **The OA is Scouting's National Honor Society.** Arrowmen are called to a life of cheerful service. Your Winter Camp staff are volunteers who are part of Mikanakawa Lodge.

Ordeal members who were inducted at or before the May Ordeal are encouraged to seal their membership by completing the Brotherhood Walk on day 2 and we will recognize them at the closing night campfire (see Program Guide).

We invite **all Arrowmen** to wear their full uniform with sash to the Brotherhood Ceremony on day 2, the Camp Staff Reunion / Honor Society Social on day 3, and Closing Night Campfire on day 4.

Yours In Cheerful Service,

Ethan McKee
2026 Winter Camp Chief



Cade Alvar
2026 Lodge Chief



Jennifer Sanchez
Lodge Adviser



For more information about the Order of the Arrow, please visit miki.org

INTRODUCTION

What is Winter Camp?

Circle Ten Council's annual Winter Camp at Trevor Rees-Jones Scout Camp is a special camping event for Scouts BSA troops, Venturing crews and Sea Scout ships. Traditionally, it has been the largest annual event put on by Circle Ten Council and is staffed by Circle Ten's Mikanakawa Lodge of the OA.

Winter camp is a jamboree-style event. Some merit badges are offered, but there are more centers of activities for Scouts to learn and participate in beyond merit badge studies.

Units camp with other units in a single campsite. The chance to make new friends from outside your immediate Scouting circle is one of the key rewards. Food is prepared by each unit in their campsite, with the exception being the optional Day 4 Dinner - Miki-Q Texas BBQ available for $15 / person.

Each morning, Scouts can work on merit badges, take part in special living history programs in the Mountain Man area, and participate in the C.O.P.E. program or learn new program skills.

Afternoons offer a wide-range of activities including competitive games, climbing / rappelling, activities in all the living history areas, pen making, range and target activities, trail rides, ziplines and more!

Evenings include special events like campfires, a camp staff reunion / honor camper social, cowboy action shooting competition, a star watch party, or just relaxing in the campsite around the campfire.



INTRODUCTION

Camp Leadership

For any questions or concerns regarding camp, please contact the camp leadership team below.

Adam Helke
Youth Lead
C: 214-404-1540
yl.wintercamp.bsa@gmail.com

Sean McGaughey
Winter Camp Director
C: 817-798-2853
cd.wintercamp.bsa@gmail.com

Jason Buffington
Lead Commissioner
C: 217-676-6777
jason@scoutingforgod.org

Ryan Downey
Staff Adviser
C: 214-843-5485
ryan.downey@scouting.org

Mike Kinney
Lead Ranger
W: 903477-5446
michael.kinney@scouting.org

Josh Smith
Business Manager
W: 469-247-8383
josh.smith@scouting.org

Ian Standerfer
Ranger
W: 903-802-2622
ian.standerfer@scouting.org

Konner Bennett
Ranger / Lead Wrangler
W: 903- 952-0095
konnor.bennett@scouting.org





Campsite Registration

Winter Camp uses a jamboree-style camping format, with multiple male and female units sharing subdivided campsites. Refer to the campsite map for designated camping areas.

During registration, units must indicate their **first, second, and third campsite preferences.** Whenever possible, returning units will receive consideration for their previous campsite assignments. All units will be assigned a campsite prior to arrival.



PLANNING AND PREPARATION

Campsite Registration cont.

Campsite registration is open **October 1 through December 13.** Your initial registration will:

- Establish a primary unit leader contact.
- Provide and pay for the actual number of youth and adult attendees.
- Indicate your first, second, and third campsite preferences.

To register, log in to Circle Ten's Black Pug reservation system (*https://scoutingevent.com/571-2026WinterCamp*) and select Winter Camp 2026 from the list of upcoming events. If you do not have a Black Pug account, we recommend creating one before registering.

Once checkout is complete, a confirmation email will be sent to the address provided during registration.

Registration Fees and Additional Costs

The registration fees cover program supplies and the Winter Camp 2026 patch. Youth: $100, Adult Leaders: $85. **The deadline for standard fee final payment is December 13. After that date, there will be a $15 late fee per person.** *Please refer to Circle Ten refund policy in the appendix.*

The following activities and trainings require an extra fee at the time of registration:

- *Backcountry Advanced Training (BIT)*
- *Brotherhood Walk (Day 2)*
- *Cowboy Action Competition (Day 3)*
- *C.O.P.E (Challenging Outdoor Personal Experience)*
- *CPR and Basic First Aid, Extreme Mountain Man*
- *Introduction to Outdoor Leadership Skills (IOLS)*
- *Life of a Mountain Man*
- *Merit Badges*
- *Miki-Q Texas BBQ Dinner (Day 4),*
- *NRA Basic Instructor (BIT)*
- *NRA Range Safety Officer (RSO)*
- *Pen Making*
- *Range and Target Activities (Archery, Pistols, Rifle, Shotgun)*
- *Trail Rides*
- *Wilderness and Remote First Aid*
- *Ziplining.*

Please see the 2026 Program Guide for more information.

What To Bring

Hammocks

Hammocks are welcome at camp! Please hang them from trees only, using straps to minimize damage. Do not mount hammocks inside tents, the tent frames will not handle the weight of hammocks. Mount them no higher than a Scout is tall, and do not mount hammocks on top of each other. For more information about hammocks on camp, please refer to scouting.org/health-and-safety/safety-moments/hammock-camping/ .

Spending Money

We request that campers bring only small bills; ones, fives, and tens to camp. The trading post cannot easily make change for larger bills.

Keep all personal items and spending money in a secure box while at camp. The camp is not responsible for securing or for the loss of personal items. It is your responsibility to keep track of all personal valuables while at camp. Items left at camp are not retained after camp.

Bicycles

We welcome anyone that would like to bring their bicycle to camp. All cyclists must follow Scouting America policies, including wearing a helmet while riding. Bicycles must be parked out of the way of trails, doorways, building entrances, campsites, and program areas. Riders should remain alert, yield to pedestrians, and ride responsibly to avoid creating hazards or causing injury to themselves or others.

Personal Possessions and Cell Phones

Camp is an outdoor experience. We understand that today's Scout does not often leave their cell phone at home. However, personal electronic devices are not appropriate for an outdoor experience. Circle Ten Council strongly discourages bringing them to camp.

In all cases, do not leave personal valuables (watches, wallets, and money) out in the open at camp. Bring nothing to camp that you cannot replace. It is impossible to provide security for these items. We recommend that each unit bring a lockable storage container to secure valuables while not in the campsite.

CIRCLE TEN COUNCIL IS NOT RESPONSIBLE FOR ANY LOST, STOLEN, OR BROKEN ITEMS.

PLANNING AND PREPARATION

Unit Equipment Checklist

We suggest that each unit bring these items to camp. Please **label each item** with your unit number. This will be helpful in returning lost items to the unit.

Each unit provides its own meals and equipment. Trevor Rees-Jones Scout Camp policy prohibits cooking or open flames under the fixed pavilions. Units should bring adequate rain fly / shelters to protect their cooking areas in the event of rain or wind.

RECOMMENDED EQUIPMENT

- US Flag
- Unit flag
- Patrol flags
- Unit library
- Unit first aid kit
- Rake
- Shovel
- Broom
- Unit bulletin board
- Rope (for knot instruction)
- Paper towels
- Toilet paper
- Axe yard items (hand axe, bow saw, sharpening stone, etc.)
- Lanterns
- Lockable storage bin (money and medicines)
- Buckets for water for camp fires (if not under fire ban)

COOKING EQUIPMENT

- Water containers
- Drinking cups
- Ice cart (to transport ice sold at camp)
- Coolers
- Lockable chuck boxes
- Camp stoves
- Camp cooking tools
- Pop-up pavilions
- Emergency rain fly & shelter
- Trash bags

Camper Equipment Checklist

We strongly suggest that you label each item of clothing and equipment (including the water bottle) with the Scout's name and unit number. This helps staff return lost items.

One of the methods of Scouting is uniform. The Scouting America uniform builds individual and unit pride. The dress of a unit reflects the leader's attitude toward wearing the Scouting America uniform. We encourage all Scouts to arrive at camp and depart in their field uniform (Class A) as well as for Scout's Own Services and Closing Campfire on day 4. Scouts should wear their activity uniform (Class B) at other times.

SCOUT UNIFORM

- Official shirt
- Official shorts/long pants
- Scout belt
- Scout socks - bring extra pairs
- Scout hat (if part of unit uniform)
- OA Sash (for ALL Arrowmen)

CLOTHING (used daily, 4+ days)

**For cold weather using multiple layers is strongly recommended!*

- Underwear
- Activity / Unit Class B shirts
- Long-sleeve shirts
- Nylon shorts and pants (not denim)
- Sleepwear
- Wicking, liner socks and hiking socks
- Hiking shoes and tennis shoes (closed-toe)

NECESSARY EQUIPMENT

- Bath towel, washcloth, soap & shampoo
- Shower shoes (closed-toe)
- Toiletries - Toilet Paper, Toothbrush and toothpaste
- Comb or brush
- Mess Kit (cup, bowl, plate & utensils)
- Water bottles - no glass containers
- Tent w/ ground cloth (1 per 2 - 4 Scouts)
- Sleeping bag (cold weather rated) with bag liner or 2 sheets and 1 blanket
- Cot or sleeping pad
- Flashlight (extra batteries)
- Scout Handbook
- Small backpack / book bag
- Chapstick, sunscreen
- Insect repellent (non-aerosol)
- Prescription Medications - in *original* packaging
- *Completed* Annual Health and Medical Record (A, B, and C) – including doctor's signature on Part C

OUTERWEAR

- Warm hat (stocking cap)
- Fleece gloves or mittens
- Hooded sweatshirt
- Fleece jacket or lined windbreaker
- Rain Gear - raincoat or poncho

OPTIONAL EQUIPMENT

- Notebook paper and pencil or pen
- Rope / cord
- Camp stool or chair
- Wristwatch
- Musical instrument
- Sewing kit
- Pocket knife (w/ Totin' Chip)
- Hat or cap
- Work gloves
- Religious materials
- Dirty laundry bag
- Compass (for Orienteering MB or TFC)
- Fishing pole and tackle (for Fishing MB)
- Personal First Aid Kit (for First Aid MB)
- Survival Kit (for Wilderness Survival MB)
- Jeans and boots (for Trail Rides, Horsemanship MB
- and Welding MB)
- Swimsuit / towel (for polar bear plunge)
- $50-$100 in spending money

NOT SUGGESTED

- Cell phone
- Other electronic devices
- Other valuables

DO NOT BRING

- Fireworks
- Firearms
- Alcohol or drugs
- Sheath knife
- Pets

Prohibited Items

Tobacco
Circle Ten Council does not permit smoking or the use of any tobacco product in the presence of youth members at any Circle Ten Council camp. We prohibit smoking or use of tobacco or e-cigarettes in or around buildings or around camp program areas.

Every camp will have a designated area for smoking. Please ask the camp director where the appropriate smoking areas are when you arrive. *Note that Texas law now does not permit smoking by anyone under 21 years of age.*

Alcohol, Illegal Drugs, and Controlled Substances
Circle Ten Council does **not** permit the consumption, possession, or use of alcohol, illegal drugs, or controlled substances on camp. Staff will ask violators to leave camp. Staff may take additional actions, including notification of local law enforcement officials.

Firearms, Ammunition, Fireworks, Bows and Arrows
Camp does not allow personal firearms of any type (including rifles, shotguns, handguns, BB/paintball/air soft guns, black powder, cannons, potato/tennis ball bazookas, catapults, blow guns, bows, arrows, or sling shots), ammunition, laser pointers, or fireworks in camp.

The camp director requests that officers of the law notify the office in person of any exceptions to this rule.

The camp director reserves the right to confiscate and return upon departure from camp any item that they consider a potential risk to the general health and well-being of the camp.

Required Paperwork

We encourage units to **upload** the unit roster, Safeguarding Youth Training, Hazardous Weather Training, Parent / Guardian Acknowledgement of EAP, Adult-In-Camp State Compliance Form, and Hazardous Weather Training to your registration prior to arriving at camp to make check-in run smoother.

Due to limited copy paper and ink, no copies can be made at camp, including printing any documents not brought to camp. Email will not be an option.

Unit Roster

To better serve your unit, we're asking our leaders to bring a Scouting America-generated roster listing all adults and youth spending at least one night at camp.

To access your roster, log in to my.scouting.org, select Member Manager, then Roster Details. Export your roster and highlight those attending winter camp. Your local council service center or district executive can help you obtain a roster.

Medical Forms

We're asking our leaders to bring a complete *Annual Health and Medical Record (Parts A, B and C)*, including a copy of the front and back of the insurance card, for every Scout and adult leader attending camp.

All forms must be **signed and dated within the previous 12 months**, with immunization information dated by year received. Forms are required for anyone spending at least one night in the campsite, per the State of Texas and Scouting America.

Please bring forms in **alphabetical order by last name**, preferably in a loose-leaf notebook for easy handling and return. Forms will be returned to the unit after camp. The required forms are available on the registration website or visit at *scouting.org/health-and-safety/ahmr/* to download and fill out the forms electronically.

Units checking in with medication must adhere to new Texas state law policies regarding administration of medication at camp. Please see *page 27* in the Health and Safety section of this Leaders' Guide for more information about the process of medication at check in.

Emergency Action Plan (EAP) Parent Acknowledgement Form

The parent acknowledgement form is required by the state of Texas and every Scout must have the form completed and signed by a parent or guardian upon arrival. See the appendix or the registration page attachments for a copy of the form. You are encouraged to upload the form on the registration site or bring a physical copy to camp.

Safeguarding Youth Training (SYT)

The safety and well-being of our youth are integral to everything we do. Per the *Guide to Safe Scouting*, two registered adult leaders over the age of 21 are required at all Scouting activities.

Units serving female youth must have a registered female adult leader over 21 present. A registered female adult leader must also be present for any activity involving female youth.

All adults attending camp must have completed the Safeguarding Youth Training (previously known as YPT) prior to arrival. Adults do not need to be registered members of Scouting America to complete the training, but this **training must be renewed every year**.

Please provide a copy of each adult's valid SYT certification or a training roster PDF from *my.scouting.org* with attending adults highlighted. **Adults without valid SYT documentation will *not* be permitted to remain at camp overnight.**

Hazardous Weather Training

Available from my.scouting.org. Each adult must take this course. We require *at least 1 copy* of a leader's certificate.

Out of Council Units

Circle Ten Council welcomes units from across the nation to Winter Camp! Units attending from outside Circle Ten Council should familiarize themselves with their home council's accident & sickness insurance policy, understand procedures for filing a claim, and know whom to contact at your council if medical coverage is needed. Scouts from other councils are not covered under Circle Ten Council's accident and sickness insurance, so it is important that visiting units understand their own council's coverage and procedures in the event of an emergency room visit.

ARRIVAL AND DEPARTURE

Long Term Camp Qualifications and Early Arrival

The standard Winter Camp schedule includes four nights of camping. For Winter Camp to qualify as a long-term camp, your unit must be in camp on December 26 and remain through the regular dismissal on December 31 for a total of five nights. This requirement may be important to some in your unit who missed summer camp and need to qualify for the Camping merit badge and Order of the Arrow eligibility.

Units may arrive early to qualify for long-term camping requirements or if they need additional setup time. The camp gate will open at **12:00 p.m. on December 26 (Day 0).** Please note that staff will be setting up Winter Camp, so no program will be available and staff assistance will be limited.

Units arriving early must maintain at least two adults in camp at all times. Campsites are shared, so units should occupy only the space they need. Equipment may be relocated by camp staff if a unit occupies excessive space or leaves its campsite unattended without an adult present.

Check In Procedure

The standard arrival day for Winter Camp is **December 27 (Day 1)**. Formal check in is available from **9:00 a.m. to 11:50 a.m.** and **1:00 p.m. to 4:00 p.m.**

When you first arrive at camp, you will be greeted by our Camp Commissioners and Camp Hosts. They will help direct your unit leaders through the check in process and are there to serve as the main point of contact for your unit leaders and youth throughout your time at Winter Camp.

Only 1-2 adult leaders are needed at the Headquarters (HQ) building with your required paperwork. Please **do not** have your unit wait in the parking lot for you to get registered. The remainder of your unit can proceed to your campsite to unload and start setting up.

Unloading Vehicles and Trailers

After unloading, all vehicles must be moved to the designated parking area **before dinner on arrival day**. Units may leave **one vehicle attached to the trailer** at their campsite, parked safely off the road.

Please refer to our *Vehicles In Camp* policy on page 22 for more information regarding parking and driving on camp.

ARRIVAL AND DEPARTURE

Forms

Each unit must have the following forms to check in:

- Scouting America generated unit roster, attendees highlighted
- Hazardous weather training certificate (at least 1 copy)
- Medical forms for each person, alphabetical order by last name
- Safeguarding Youth Training certificates for each adult or roster
- Parent / Guardian Acknowledgement of Emergency Action Plan (EAP) (for every Scout)

All trainings, certificates, and forms must be completed and uploaded/printed prior to arrival at camp. For more details on required paperwork, see *page 16* and the appendix.

Financial Settlement

When you complete your paperwork check-in, the unit leader at check-in will sign-off on the registration information prior to receiving camp bands. You will also sign up for a time later in the week for your unit leader to settle any account balance and pay any outstanding fees. All financial accounts will need to be settled before any merit badge information will be released or camp patches provided.

Wristbands

We require all participants in camp to wear a wristband for safety and security. Wristbands will be issued during check in to each registered youth and adult and must be worn properly as part of our Safeguarding Youth procedures.

If a wristband gets broken or lost during your week, you may replace it at the same place it was issued. All guests must check in at camp headquarters to register and receive a camp wristband. Staff will ask anyone without a wristband to immediately report to the camp director or camp ranger.

Emergency Action Plan

The Circle Ten Council Camps Emergency Action Plan (EAP) is published on the registration site.

Each Scout in attendance is required to have a parent / guardian complete the Acknowledgement of EAP. Any youth who show up to camp without a signed form will not be allowed to stay on camp property. Please come prepared with these documents, there is no printing at camp.

ARRIVAL AND DEPARTURE

Emergency Muster Drill Preparation

A **mandatory Emergency Muster Drill** will take place on **Day 1 at 7:30 p.m.** to meet Texas state requirements for long-term camps and camp accreditation standards. **Adult leader instructions will be provided to Scoutmasters, Skippers, and Crew Leaders during the Scoutmaster/SPL meeting on arrival day.**



Drill Procedures:

- Units must assemble by their campsite in front of the dining hall flagpoles (primary muster location).
- Unit leaders should stand at the front of their lines, with all of their Scouts quiet and ready.
- Camp staff will sound the sirens:
  - Wailing siren: Severe weather
  - Long, continuous siren: Wildfire
- Staff will use copies of the unit rosters received at check-in to verify that all Scouts are present and accounted for.
- Once everyone is accounted for, winter camp staff will announce the all clear over the siren speaker.

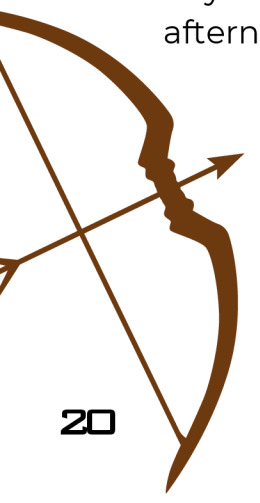
Please review these procedures with your unit ahead of time. The drill is designed to be completed quickly so everyone can proceed to the opening campfire program.

Check out and Departure

Official check out will begin at 8:30 a.m. on Day 5 - December 31. All units must have all gear loaded and be out of camp **no later than 10:00 a.m.**

If your unit would like to leave prior to this time, please make arrangements with your camp commissioner to check out early.

Commissioners will coordinate a campsite inspection and final paperwork prior to your unit departing. We encourage ALL units to stay through program on the afternoon of Day 4 - December 30 (including the BBQ dinner) ~ 6:00 p.m.



Staff Dismissal

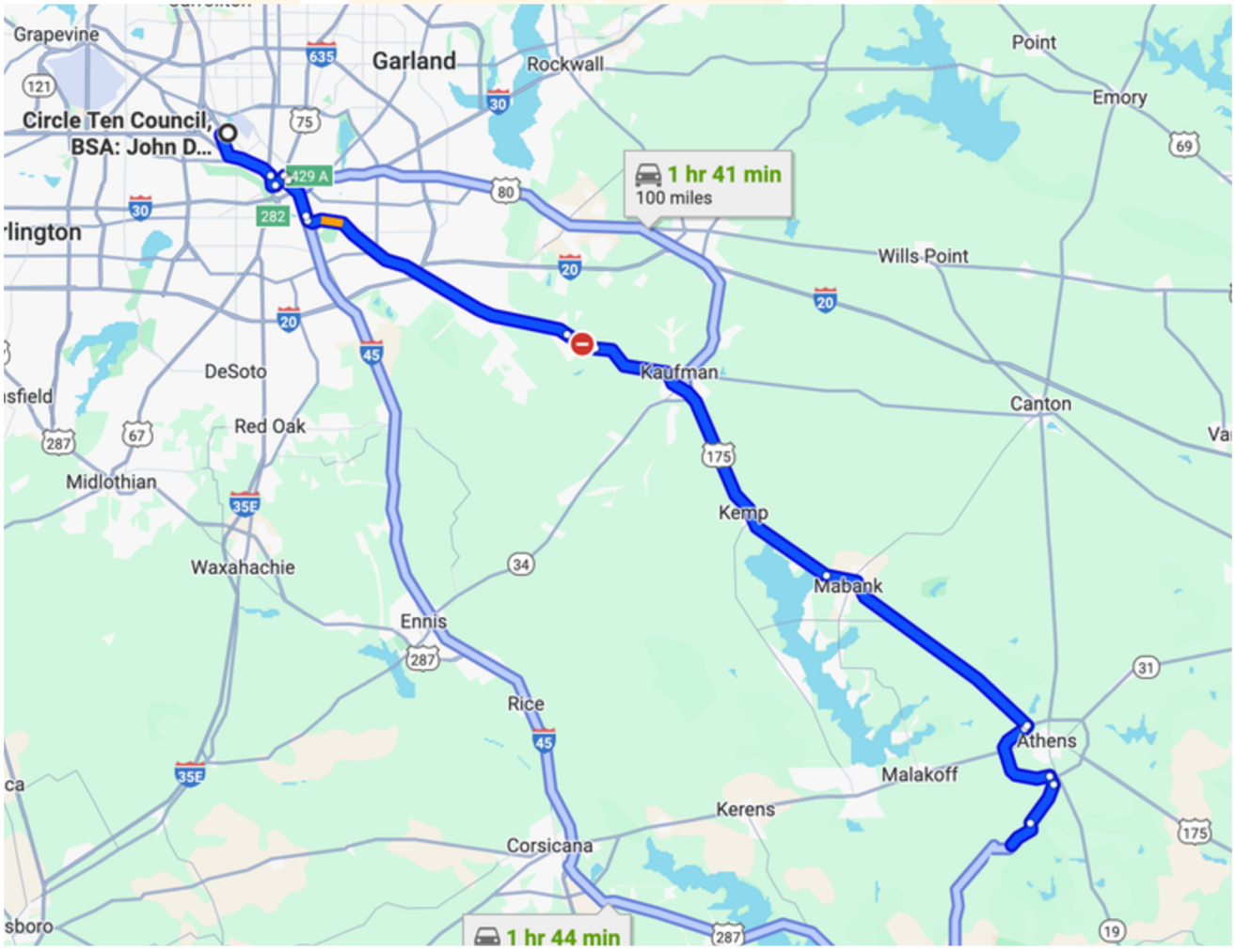
Please make plans for your Scouts who are on Winter Camp staff to have separate transportation to and from camp. Staff members who leave **without permission** will not receive their patches or medical forms and will not be permitted to staff the following year. Staff dismissal is only given by the Winter Camp director.

Directions to Camp

Clements Scout Ranch / Trevor Rees-Jones Scout Camp
Address: 11217 FM 2970, Athens, TX 75751.

From Dallas take US 175 East to Athens. Go South onto SH 19 and turn right onto FM 753. Turn left onto FM 2970. The camp entrance will be on the left.

After unloading, all vehicles must be moved to the designated parking area before dinner on arrival day. Units may leave one vehicle and attached trailer at their campsite, parked safely off the road.



CAMP RULES AND REGULATIONS

Guide to Safe Scouting

Please follow the *Guide to Safe Scouting* at all times. If there is a conflicting statement in this guide, the *Guide to Safe Scouting* takes precedence.

Vehicle Policy In Camp

The safety of our campers and staff, along with maintaining access to program areas and emergency routes, is our priority. With more than 1,000 people expected at Winter Camp, it is essential that all units follow these parking and vehicle regulations.

Each unit is permitted one vehicle per campsite. This vehicle must remain attached to the unit's equipment trailer for the duration of Winter Camp. It must remain parked and may not be used to transport Scouts to classes or other program areas. All additional vehicles must be parked in the designated parking lot.

All vehicles must display the identification or dash card provided at check-in and remain in assigned parking spaces. Vehicles may not be parked along camp roads, in access lanes, or anywhere that blocks pathways or restricts access.

After unloading equipment on arrival day, all vehicles must be moved to their designated parking locations. Driving within camp is limited to loading and unloading unit gear, emergencies, and authorized camp staff. The camp speed limit is 10 mph.

Commissioners will conduct rounds to ensure compliance. **Clear roadways are essential for emergency access, as EMS personnel may need to reach individual campsites in an event of an emergency. Obstructed roads or pathways can delay emergency response and put lives at risk.** We appreciate your cooperation in keeping all roadways and access routes clear.

Vehicle owners are solely responsible for the security of their vehicles, trailers, and any items left inside. Circle Ten Council is not responsible for loss or damage resulting from fire, storms, theft, vandalism, or other circumstances.

Vehicles parked outside designated areas may be required to move. Violations may result in revoked driving privileges or towing at the owner's expense.

CAMP RULES AND REGULATIONS

Mobility Issues

The camp has uneven terrain and unpaved roads, which may present challenges for individuals with mobility limitations. If you or someone in your group requires vehicle access for mobility assistance, please contact the Camp Leadership team to request a vehicle driving pass.

To help maintain safety and minimize traffic throughout camp, vehicle access will be limited to designated periods when Scouts are in classes. Please note that camp golf carts are not intended to serve as personal transportation for adult leaders.

Gates Closed

For the safety of all participants, the front gate will remain closed during Winter Camp. This measure is intended to prevent unauthorized individuals from entering camp property. Security personnel will be stationed at the entrance throughout camp to monitor access and ensure that only authorized individuals enter the property.

If you need to leave camp to run an errand or visit a store, you are welcome to do so. However, please be prepared to stop at the entrance when returning, as our security team will verify that you are authorized to be on camp property. We appreciate your patience and cooperation as we take these precautions to provide a safe and secure environment for all youth and adults attending Winter Camp.

Staff Housing

Campers and unit leaders are not permitted in the staff housing areas. Remember, this is their camp home. Just as you deserve privacy in your unit site, the staff also deserves their privacy.

Adult Supervision and Requirements

All units are responsible for their own leadership and supervision throughout Winter Camp. **Each unit must have at least two adult leaders: one who is at least 21 years old and another who is at least 18 years old.** Units with female Scouts must have at least one female leader who is 21 or older, in accordance with Scouting America's Safeguarding Youth policies.

CAMP RULES AND REGULATIONS

Adult Supervision and Requirements cont.

Adult leaders and youth members share responsibility for maintaining a safe environment and upholding the Scout Oath and Scout Law. Leaders must follow the Scouter Code of Conduct, monitor behavior, and intervene when necessary. Supervision is required at all times, including in campsites, classes, showers, dining areas, and restrooms.

Safeguarding Youth Training Requirements: All adults staying overnight at Winter Camp must complete Scouting America's expanded online Safeguarding Youth Training (formerly Youth Protection Training) and provide proof of completion at registration. This training satisfies the State of Texas requirements for adults attending youth camps lasting more than 72 hours. The course must be completed before arriving at camp, as limited Wi-Fi will prevent training from being offered on-site.

Buddy System

All activities at Winter Camp require the use of the buddy system, whereby campers engage in activities with at least one other Scout of the same gender and within two years of age so that they can monitor and help each other. The buddy system is a requirement for unit leaders to enforce any time a Scout leaves your campsite, to include attending merit badge classes; going to the showers, pool or trading post; or any other activity where the adult unit leaders are not providing direct contact supervision. When Scouts are enrolling in merit badge classes, the unit should ensure that they are including at least one other Scout who qualifies as a Buddy.

Health and Safety

Physical Examinations

Every Scout and adult must complete the Annual Health and Medical Record of the current printing to attend camp. This is the only form accepted at Circle Ten Camps and is available online. **The Annual Health and Medical Record requires an MD, DO, PA or nurse practicioner signature. There are no exceptions and examinations must be dated within one year of the last day of camp.**

Older versions of health forms and sports physicals will **not** be accepted. It is also **not acceptable** to have a chiropractor (DC) or registered nurse (RN) sign the form.

First Aid

The unit leaders are responsible for all minor first aid. It is important that each unit be prepared to treat minor cuts, scrapes and abrasions. Because of the camp setting, infection may occur without basic, proper attention to minor ailments. All other cases will be treated at the health lodge. Each unit must provide two-deep leadership to and from the Health Lodge or to local health facilities.

The Health Lodge is a first aid facility. First aid at the Health Lodge is just that... first aid. It is not a hospital nor an emergency room.

We are fortunate to have many medical professionals volunteer their time and services to provide a high level of care at camp. The treatment of pre-existing or non-camp related illnesses or injuries should not be expected; such cases will be referred to local healthcare providers who charge for services.

If a Scout becomes ill while at camp, you will bring them to the Health Lodge for treatment beyond the care you can provide in your campsite. Our team of camp medics will be onsite to assist.

Should it be determined that the Scout needs to be sent home for medical reasons, **the unit is responsible for taking care of the Scout and maintaining two-deep leadership until the parent arrives**. The unit ***will not leave*** a Scout at the Health Lodge for any length of time. This puts a burden on the camp medics and their ability to care for other Scouts and Scouters at camp. We appreciate your help with this matter.

Emergency Care

Emergency care is available 24 hours a day. In case of emergency, please contact your camp commissioner to radio ahead to the medic team or visit the Health Lodge directly. In suspected neck, back injuries, fractures and other severe injuries, do not attempt to move or transport the patient without instruction by qualified personnel from the Health Lodge. In these instances, paramedics, the physicians, and/or a nurse will be sent to transport the patient.

CAMP RULES AND REGULATIONS

Contacting Emergency Services / Calling 911

Due to the large size of the camp property and the potential for delays in response, **contact the Camp Ranger or Staff Adviser first** in the event of a medical or life safety emergency requiring outside services.

You should ***only*** bypass this chain of command and call 911 directly when faced with an immediate, extreme, and life-threatening circumstance where attempting to contact Camp Leadership first would result in a critical, life-altering delay (e.g., cardiac arrest, uncontrolled bleeding, no breathing, etc.). In such a rare event, immediately call 911, and then, as soon as feasible, dispatch a second person to inform Camp HQ of the situation and the location.

Camp Commissioners, Camp Hosts, and the Camp Director are also available to assist. They have access to radios to help communicate emergencies quickly.

Health of Campers

Each Scout and adult leader participant of Winter Camp should be aware of the vigorous nature of camp living. It's December in Texas, so anything is possible. Every effort will be made to meet the special needs of Scouts (youth) attending camp when proper notification is made prior to camp. Please understand that electricity and heat / air conditioning are not available at camp and it may be too much for some Scouts and adults.

Adults must also be in good condition if they are to effectively fulfill their role of supporting young people. Sometimes the special needs of adults place stress on camp resources and divert from the purpose of Scouting – to serve youth. Therefore we ask that you carefully consider whether your participation will serve the needs of the Scouts or be a distraction.

Prescription / Non-Prescription Medications

Under Texas Administrative Code (25 TAC § 265.15), youth camps must store and dispense prescription and non-prescription medications according to strict state safety standards.

Storage Location and Medication Logs

Prescription and non-Prescription medications, sharps, and medical devices must be stored in a lockable cabinet or secure location inaccessible to campers. They cannot be kept in cabins, bunks, or luggage. Each Scout taking a prescription medication must have a medication log, which units complete before camp. More than one Scout may be list on a single log sheet.

Medications at Check-In
Per the new Texas state law, all units check-in with the medical forms and medications of each Scout. Each Unit will identify one adult and a back-up adult (if other adult leaves camp) to take responsibility of dispensing medications to their Scouts. The Camp Health Officer will review all medications, if approved both will sign the Medication Administration Authorization form (See Appendix). If not approved, the Units medications will be held at the Health Lodge and Scouts will get their medications from a camp medic team member.

Container & Labeling
All prescription and over the counter (OTC) medications please send in their original containers. Prescription medication needs to be in the original OTC/pharmacy-labeled container. Provide only the amount needed for the event plus two extra doses (in case a dose is dropped or lost). All prescription medication will be checked in with the Camp Health Officer at arrival. (See Medications at Check-In)

Administration
Medication must be administered by the designated Camp Health Officer or an authorized camp counselor in writing by the Health Officer. Children cannot self-administer medication without direct adult supervision.

Life-Threatening Exceptions
Medications needed immediately for life-threatening conditions (such as rescue inhalers, EpiPens/bee-sting kits, or diabetic supplies) may be carried by a camper or staff member.

Documentation / Medical Necessity
Carrying emergency or life-threatening medication on a camper's person generally requires a written statement of medical necessity from the prescribing physician or approval from the Camp Health Officer.

Service Animals

Pets are not allowed at Trevor Rees-Jones Scout Camp. However, service animals are allowed. service animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA. **In order to bring a service dog to camp you must email a request to the camp director and send proof of up-to-date vaccinations for the service dog.**

Camp Services and Events

Merit Badge Add/Drop

After lunch on day 1 - December 27, units may go to the STEM / Training Lodge to make merit badge and program add/drop requests. Add/drop will be open from 1:00 p.m. to 4:00 p.m. After that point, all changes will be closed, and final course rosters developed.

Please note that many courses will be filled by the afternoon of day 1. It is highly recommended that all units sign up for courses as early as possible to be able to provide the youth with their choices or options that are available. In years past, Eagle-required courses fill within the first two weeks of registration. There will be no additional courses opened as space is limited at the camp.

Camp Commissioners ("yellow vests")

One of the most important people that you will meet during your Winter Camp experience will be your camp commissioner. They will:

- Be the key point of contact for the camp Scoutmaster while at camp
- Provide program area directions
- Assist with schedule knowledge
- Coordinate afternoon activities
- Act as the unit point of contact for emergency services
- Be the unit point of contact for logistical services

Each campsite area (Hilltop, East Lake, West Lake) will have a commissioner team assigned to it. Commissioners will be wearing yellow, high visibility vests. They will visit with each of their units every morning to drop off the camp newsletter and every evening for wellbeing. The team will have radio contact for needs such as medic, service corp, camp director, ranger, etc.

Camp Hosts

Each camp commissioner will be paired with youth camp hosts who are there to serve you and be the friendly face of the staff for your youth. They will provide directions and information about merit badge classes and help Scouts have a great experience at camp.



AT WINTER CAMP

Swim Tests

The Polar Bear Plunge uses the shallow end of the pool and therefore only uses the non-swimmer area. Because Circle Ten Council classifies any participants who have not successfully completed the swim test as non-swimmers, any Scout or leader is welcome to participate in the Polar Bear Plunge without taking an on-site swim test. The Aquatics Director reserves the right to refuse any Scout or leader access to the pool at any time.

Trading Post

Our camp is pleased to offer a tempature controlled trading post that offers all your camping needs in one location! We will have everything from chips and soda, hot chocolate, soup, merit badge kits and supplies.

Forget your compass? We remembered it and brought it for you! T-shirts, hats, gifts, walking staff emblems, pocket knives - you name it and it's here at the trading post. There are also special edition Winter Camp items including sweatshirts, t-shirts, trucker hat, belt buckles, etc. available for pre-purchase on the registration site.

Conservation and Camp Improvement Projects

Please see the camp commissioners upon arrival for any camp improvement projects or conservation service. They will identify the needs of the camp and provide any necessary equipment. As always, it is everyone's responsibility to follow the Guide to Safe Scouting when using heavy equipment such as saws, axes, etc.

Trash Collection

With such a large number of people in camp, there will be a large amount of trash generated. TRJ is home to many other animals that would love to take advantage of the convenient scraps of food in your trash. The Winter Camp Staff Service Corp will make two trash runs each day, one in the morning and one in the evening. **Please leave your trash, bagged and tied, by your campsite signpost, ready for pickup, by 8:00 a.m. and 8:00 p.m.** *If you miss these pickup times, you may bring your trash to the compactor behind the dining hall to be disposed of.*

Leader's Meetings

Each day, there will be a formal leader's meeting in the **new** Program Building. It is important that each unit sends representatives to this meeting each day. On day 1, the meeting will be at 4:00 p.m. after unit check-in closes. **The remainder of the week, the meeting will be at 10:30 a.m.**

SPL Meetings

Senior Patrol Leaders (SPLs) are welcome to come to the leader's meeting on Day 1, but after that, they will have **a stand-up meeting after lunch at the flag poles behind the dining hall at 2:00 p.m. with the youth lead and camp director and do not need to attend the leader's meeting in the morning.**

Adult Leader Award



Adults, thank you for taking time out of your busy schedules to be here supporting the youth in your care. Your time and dedication help make camp a memorable experience for every Scout. To encourage you to enjoy camp alongside your Scouts, we have created the Adult Leader Award! The Blue Card features a variety of fun activities designed to help you explore camp, connect with program areas, and experience some of what your Scouts are enjoying throughout the week.

Activities range from visiting a program area and taking a selfie to finding time to take a nap! Complete at least 15 activities on your Blue Card and receive a special dangle patch for your uniform at the closing campfire.

Be sure to collect stamps from camp staff as you complete each activity. **Blue Cards must be submitted to a commissioner by Day 4 to qualify for the award.** We encourage all adult leaders to participate and make the most of their time at camp!

Wi-Fi Access at Camp

We realize that a strong capable internet connection is a prerequisite for many adult Scouters to give a week out of their busy schedules. We pledge to do our best to provide that connection for every adult leader who comes to Winter Camp with their unit.

With limited bandwidth in mind, please do not plan to stream any audio or video while at camp. If you must attend a webinar or other high bandwidth work-related event, please discuss with the camp director. It may be necessary to limit access to the connection at certain times to manage some of the online aspects of our camping operation.

Shared Wi-Fi is intended as a courtesy to our adult Scouters. Please encourage your youth to take full advantage of being in an outdoor environment and leave the internet alone for a few days. Please do NOT share the Wi-Fi access credentials with your youth campers. An internet lab time will be made available to those Scouts who need access for their courses.

AT WINTER CAMP

Miki-Q Texas BBQ Dinner

Enjoy a staff-provided BBQ dinner on the final night of camp for $15 per person. The meal includes two BBQ meats, potato salad, mac and cheese, baked beans, dessert, and all the trimmings. Vegetarian options are also available. This optional dinner is a convenient way to enjoy a meal while packing up your campsite and kitchen.

Sign up through Black Pug by selecting the BBQ dinner option within each individual's registration. The charges will show up on your final invoice when you settle your account at Winter Camp. Tickets are limited, so register early. Any remaining tickets may be purchased at Camp Headquarters after December 27. **There are no refunds for this event. A BBQ dinner wristband is required for entry and must be presented at the door.**



Campsite Living

Meals and Cooking

Due to limited space in the dining hall, **all units are responsible for planning, preparing, and cooking their own meals throughout the week.**

Many units choose to have adult leaders prepare meals during Winter Camp so Scouts can stay on schedule for merit badge classes and camp activities before and after meals. While this is optional, it is a common approach that helps maximize the youth's program experience.

Units are expected to arrive with **coolers, food, cooking equipment, and cleanup supplies sufficient for the duration of their stay.** While adult leaders may make trips into town if necessary, units are strongly encouraged to bring everything they need to avoid leaving camp during the week.

Arrival Reminder: *Units arriving on December 26 should plan for lunch and dinner that day. Units arriving on December 27 should plan for meals depending on their expected arrival time.*

<u>Meal Schedule</u>

DAY	MEALS TO PLAN
• Day 0 – December 26	*Lunch*, Dinner**
• Day 1 – December 27	*Breakfast*, Lunch*, Dinner**
• Day 2 – December 28	Breakfast, Lunch, Dinner
• Day 3 – December 29	Breakfast, Lunch, Dinner
• Day 4 – December 30	Breakfast, Lunch, Dinner *(or optional BBQ dinner)*
• Day 5 – December 31	Cold Breakfast

Food and Ice

To help aid unit leaders in minimizing trips into town, we will have ice for purchase on-site to help keep food items cold. In addition to coolers, we recommend having a **wheeled wagon** to carry ice from the trading post to your campsite. Our commissioners may also be available to assist with transportation.

Tents

Units provide their own tents. The limited number of tent platforms in the campsites can be used but **must not be moved** under any circumstances. Tents can be placed both inside and outside the platform boundaries but must be within a 150-yard radius of campsite latrine to comply with the Trevor Rees-Jones Scout Camp Emergency Plan.

As stated in the Guide to Safe Scouting, all leaders and youth shall tent in same gender and age-appropriate groups. All campers and leaders must be housed in established campsites.

Campsite Electricity

Trevor Rees-Jones Scout Camp pavilions have limited electricity. If you need power, you must bring a battery pack or use solar power. Charging for adults is available in the Scoutmaster Lounge and Dining Hall.

Extension cords may not run into tents or plug into any camp buildings. Please remember that a Scout is Obedient.

Campsite Pavilions

The pavilions in each campsite are for the **shared use of all units** assigned to that campsite. Exclusive use by a single unit is prohibited! In addition, the picnic tables under the pavilions are **not** to be moved under any circumstances.

Cooking under the pavilions is prohibited. Please practice the Scout Law and be friendly and courteous in treating those areas as part of the entire campsite community.

AT WINTER CAMP

Latrines

The shared shower houses / latrines are to be **maintained by the campers** during Winter Camp. Your camp commissioner will maintain the keys and schedule for cleaning. Each unit will be required to take at least one cleaning rotation. You will be asked to schedule a time slot for your unit to clean the shower houses during the daily leader meetings.

Latrine trash collected during each cleaning rotation will need to be **bagged and tied** and left in a conspicuous location near the road for the service corp to collect. As you need to resupply paper and cleaning materials, please inform your camp commissioner. They will work with the service corp to obtain refills.

The latrines in the campsites will be your responsibility to keep clean.

	Day 1, Dec 27		Day 2, Dec 28		Day 3, Dec 29		Day 4, Dec 30		Day 5, Dec 31	
	Unit #	Done	Unit #	Done	Unit #	Done	Unit #	Done	Unit #	Done
AM Trash										
AM Restock										
AM Shower Clean										
AM Sweep In & Out										
PM Trash										
PM Restock										
PM Shower Clean										
PM Sweep In & Out										

Visitors

We understand leaders and Scouts may need to leave camp for a variety of reasons. For safety reasons, please make sure to always check-in or check out at the camp headquarters with our office manager in our visitors and Scout log. Scouts must have a parent or guardian come in to sign them in if they are coming to camp late or out if they are leaving.

APPENDIX

S.A.F.E

Scouts and their parents expect all Scouting America activities to be conducted safely. To ensure the safety of participants, Scouting America expects leaders to use the four points of SAFE when delivering the Scouting program.

SUPERVISION

Youth are supervised by qualified and trustworthy adults who set the example for safety.

- Accepting responsibility for the well-being and safety of youth under their care.
- Ensuring that adults are adequately trained, experienced, and skilled to lead the activity, including the ability to prevent and respond to likely problems and
- potential emergencies.
- Knowing and delivering the program of Scouting America with integrity.
- Using qualified instructors, guides, or safety personnel as needed to provide additional guidance.
- Maintaining engagement with participants during activities to ensure compliance with established rules and procedures.

ASSESSMENT

Activities are assessed for risks during planning. Leaders have reviewed applicable program guidance or standards and have verified the activity is not prohibited. Risk avoidance or mitigation is incorporated into the activity.

- Predetermining what guidance and standards are typically applied to the activity, including those specific to Scouting America program.
- Planning for safe travel to and from the activity site.
- Validating the activity is age appropriate for Scouting America program level.
- Determining whether the unit has sufficient training, resources, and experience to meet the identified standards, and if not, modifying the activity accordingly.
- Developing contingency plans for changes in weather and environment and arranging for communication with participants, parents, and emergency services.

FITNESS AND SKILL

Participants' Annual Health and Medical Records are reviewed, and leaders have confirmed that prerequisite fitness and skill levels exist for participants to take part safely.

- Confirming the activity is right for the age, maturity, and physical abilities of participants.
- Considering as risk factors temporary or chronic health conditions of participants.
- Validating minimum skill requirements identified during planning and ensuring participants stay within the limits of their abilities.
- Providing training to participants with limited skills and assessing their skills before they attempt more advanced skills.

EQUIPMENT AND ENVIRONMENT

Safe and appropriately sized equipment, courses, camps, campsites, trails, or playing fields are used properly. Leaders periodically check gear use and the environment for changing conditions that could affect safety.

- Confirming participants' clothing is appropriate for expected temperatures, sun exposure, weather events, and terrain.
- Providing equipment that is appropriately sized for participants, is in good repair, and is used properly.
- Ensuring personal and group safety equipment is available, properly fitted, and used consistently and in accordance with training.
- Reviewing the activity area for suitability during planning and immediately before use, and monitoring the area during the activity through supervision.
- Adjusting the activity for changing conditions or ending it if safety cannot be maintained.

CIRCLE TEN COUNCIL PARENT/GUARDIAN ACKNOWLEDGEMENT OF EMERGENCY ACTION PLAN (EAP)

Scout Information

Scout Name: _____

Unit (Pack/Troop/Crew/Ship): _____

Camp Information

Camp Name: _____

Camp Dates: _____

Emergency Action Plan (EAP) and Floodplain Acknowledgement

I, the undersigned parent/legal guardian of the above named Scout, acknowledge that:

1. Floodplain
Circle Ten camps may contain areas of camp within a floodplain. No areas are within a floodway. For specifics see the EAP.

2. EAP Review and Availability
I have been informed that the Circle Ten Council maintains a comprehensive Emergency Action Plan (EAP) for all camp properties. This plan addresses procedures for emergencies including, but not limited to:

- Severe weather (including thunderstorms, tornadoes, and extreme heat)
- Medical emergencies and injuries
- Lost or missing persons
- Fire and evacuation
- Security-related incidents

3. SB1 Transparency Compliance
In accordance with TexasSenateBill 1 (SB1) and applicable state guidance, I understand that emergency preparedness procedures are communicated to participants and leaders, and are available for parent/guardian review upon request.

4. Staff Training & Response
I acknowledge that camp staff and leadership are trained to respond to emergency situations and will implement the EAP as appropriate to protect the health and safety of all participants.

5. Emergency Communication
I understand that in the eventof a significant emergency involving my child, I will be notified as soon as reasonablypossible using the contact information provided.

6. Participant Responsibility
I understand that my child is expected to follow all emergency instructions provided by camp staff and leadership, including drills, evacuations, or shelter procedures.

7. Inherent Risk Acknowledgement
I understand that while the EAP is designed to reduce risk and improve response, participation in outdoor andScouting activities involves inherent risks that cannot be entirely eliminated.

Emergency Contact Information

Primary Contact Name: _____

Phone Number: _____

Alternate Contact Name: _____

Phone Number: _____

Acknowledgement & Signature

I have read and understand the Emergency Action Plan (EAP) acknowledgement information. I acknowledge that I have had the opportunity to ask questions and request additional details regarding emergency procedures.

Parent/Guardian Name (Printed): _____

Signature: _____ Date: _____

MEDICATION ADMINISTRATION AUTHORIZATION

Adult Leader Delegation — Camp Health Officer Authorization

Issued pursuant to 25 TAC §265.15(l), Texas Youth Camp Rule

1. Session Information

Camp / Session:		**Session Dates:**	
Troop / Unit #:		**Camp Health Officer:**	
Designated Adult Leader:		**Date of Review:**	

2. Medications Reviewed

Note: A current parent/guardian authorization is required for each medication listed below. This form does not replace the BSA Annual Health and Medical Record or the Parental Medication Authorization form — it documents the Camp Health Officer's individualized delegation of administration, which is required separately under Texas law.

3. Camp Health Officer — Assessment & Disposition

☐	Structured competency assessment completed by the Camp Health Officer using the CHO Medication Administration Competency Assessment Checklist (attached/on file)
☐	Determination: APPROVED — the adult leader named below is authorized to administer the medication(s) listed below.
☐	Determination: NOT APPROVED — the medication(s) listed below will be stored and administered at the Health Lodge by the Camp Health Officer or designated medical staff. The Scout will report at scheduled times.

4. Adult Leader Acknowledgment

I confirm that the Camp Health Officer has reviewed with me the medication(s) listed below, including the proper dose, timing, storage, documentation requirements, missed-dose procedure, and emergency response steps. I understand this information and agree to administer the listed medication(s) only in accordance with the prescribing physician's instructions, the parent/guardian's authorization, and camp policy while the medication remains in my custody. I will keep the medication(s) in a secured location that campers cannot access and will report any missing medication to the Camp Health Officer right away. I accept the delegated responsibility for administering these medications under this authorization, which may be revoked by the Camp Health Officer at any time if established procedures are not followed.

Adult Leader Signature *Printed Name* *Date*

Alternate Adult Leader Signature (Optional) *Printed Name* *Date*

5. Camp Health Officer Authorization

Pursuant to 25 TAC §265.15(l), I have completed a structured competency assessment of the above adult leader's understanding of the medication administration requirements for the medication(s) listed below and have determined that this individual is capable of safely administering them. I authorize this individual to administer the listed medication(s) during the camp session identified above. This authorization is specific to this individual, this session, and the medication(s) listed, and may be revoked at any time. This authorization reflects my assessment of the adult leader's demonstrated competency and understanding at the time of review; it does not make the Camp Health Officer responsible for confirming that each subsequent dose is actually given, missed, or administered correctly during the camp session — that responsibility rests with the adult leader identified above once this authorization is accepted.

Camp Health Officer Signature *Printed Name/ Credentials* *Date*

6. Alternative — Health Lodge Administration

If the adult leader does not wish to accept this responsibility, or the Camp Health Officer determines that delegation is not appropriate for a specific medication (see Medication Custody Determination policy for controlled substances and other high-risk medications), that medication will be stored and administered at the Health Lodge by the Camp Health Officer or designated medical staff, and the Scout will report there at scheduled times. This has no bearing on the Scout's ability to attend camp.

Once this authorization is accepted, responsibility for administering the identified medication(s) safely, accurately, and in accordance with the prescribing instructions rests with the designated Adult Leader named above. Scouting America, Circle Ten Council, the Camp Health Officer, and the Council Medical Director are not liable for the Adult Leader's administration of, or failure to administer, the identified medication(s), or for any adverse or allergic reaction that may result, provided this authorization and the underlying medical and parental instructions were followed.

Retain the original of this form with camp health records for the duration required by camp/council policy. Delegated adult leader should return any remaining medications to the parent of the scout along with the medication administration form.

Scout Name	Medication	Dose	Schedule / Times	Special Instructions

☐ *Medication Addendum Attached*

Medication Addendum

Scout Name	Medication	Dose	Schedule / Times	Special Instructions

NRA FIRST STEPS PISTOL PROGRAM
PARTICIPATION AND HOLD HARMLESS AGREEMENT

NRA First Steps Pistol Program. Scouts will be instructed how to handle, maintain, and shoot a pistol safely and will be provided instruction to increase their marksmanship skills. Scouts will have classroom instruction and range instruction in which they will fire a pistol under the supervision of a trained NRA Range Safety Officer (RSO) and NRA Certified Pistol Instructor. The Instructor ratio is 1 Instructor to 1 student while on the firing line. Scouts will be required to wear eye protection, ear protection, and closed-toe shoes at all times while on the range. Scouts are expected to abide by all safety rules and the instructions of the Range Safety Officer(s) and pistol instructor(s).

I, the undersigned, give my child, _____, permission to participate in this program. I understand that participation in the activity involves a certain degree of risk. I have carefully considered the risk involved and have given consent for my child to participate in the activity. I understand that participation in the activity is entirely voluntary and requires participants to abide by the rules and standards of conduct. I release Scouting America, the Circle Ten Council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation.

For safety, my child and I agree that he/she will do the following or he/she will be removed from the program. I understand that any additional cost associated with participation in this program will not be refunded if my child is removed due to behavioral problems.

1. Complete the FIRST Steps class taught Day 2 and Day 3 and the Range Time taking place Day 4. If the Scout misses any significant classroom or safety briefing time, they will no longer be eligible to complete the course. There are no refunds if this occurs.
2. Wear all safety gear at all times while on the range.
3. Follow all safety rules provided in the training class.
4. Follow the instructions of the Range Safety Officer(s) and pistol Instructor(s).
5. Do not handle any pistols until instructed to do so by the pistol Instructor(s).
6. Follow the instructions of the Range Safety Officer(s) at all times.
7. Is 14 years of age, or 13 and has completed the eighth grade, as of the start of the class and will be in full compliance with all local, state, and federal guidelines, including age restrictions and original equipment manufacturer standards.
8. The RSO and Instructors reserve the right to ask any youth, not following instruction or otherwise acting unruly, to leave the range. They will not be allowed to return.

Participant signature _____Date: _____

Parent/guardian signature _____ Date: _____

Parent/guardian printed name _____ Date: _____

Scouting America
Circle Ten Council

COWBOY ACTION SHOOTING RELEASE PARTICIPATION AND HOLD HARMLESS AGREEMENT

Circle Ten Council will be conducting a Scout cowboy action shooting program. In this program, Scouts will shoot a rifle, pistol, and shotgun under the supervision of an NRA range safety officer and NRA certified instructors. Scouts will be required to wear eye protection and hearing protection at all times while on the range. Scouts are expected to abide by all safety rules and the instructions of the range safety officer(s) and rifle, pistol, and shotgun instructor(s).

I, the undersigned, give my child, _____, permission to participate in this program. I understand that participation in the activity involves a certain degree of risk. I have carefully considered the risk involved and have given consent for my child to participate in the activity. I understand that participation in the activity is entirely voluntary and requires participants to abide by the rules and standards of conduct. I release the Scouting America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation. For safety, my child and I agree that he/she will do the following or he/ she will be removed from the program. I understand that any additional cost associated with participation in this program will not be refunded if my child is removed for not following the rules below.

1. Complete a range safety briefing.
2. Wear all safety gear AT ALL TIMES while on the range.
3. Follow all the safety rules provided in the Cowboy Action Shooting Program briefing.
4. Follow the instructions of the range safety officer(s) and rifle, pistol, and shotgun instructor(s).
5. Do not handle the firearms until instructed to do so by the instructor(s).
6. Is 14 years of age, or 13 and has completed the eighth grade, as of the start of the class and will be in full compliance with all local, state, and federal guidelines, including age restrictions and original equipment manufacturer standards.

Participant signature: _____ Date: _____

Parent / guardian signature: _____ Date: _____

Parent / guardian printed name: _____ Date: _____

Home Phone: _____ Cell phone: _____

Email address: _____

Downloading a Scouting America Unit Roster

All units must provide the official unit roster downloaded from ~~my.scouting.org~~ when checking in at camp for either a unit campout or Scouting event. The roster must show membership ID numbers and proof of current membership (future expiration date) plus YPT/SYT (youth protection training) status for adults.

The roster may be downloaded by one of the unit's Key 3 (unit leader, committee chair, chartered organization representative) or a Key 3 delegate only.

How to download the roster

Step 1: Go to my.scouting.org and log in.

Step 2: On the home page, click on the Menu (top left of screen).

Step 3: Scroll down to Organization Dropdown Menu.

Step 4: Click on your unit number.

Step 5: Click on the Organization Manager.

Step 6: You will see "Roster" on the left side.

Step 7: Click on the Print dropdown arrow. It is located in the gray bar at the top of the screen.

Step 8: Click on Print Roster. If given the option to save the file, you must save it as a PDF. Do not save it as a .CSV file.

Circle Ten Council Refund and Cancellation Policy

Effective 2026

1. **All refund requests must be submitted by email at least 10 days before the start of the event** to: **571.refundrequest@scouting.org.** Refund requests will be considered for personal illness or family emergencies.
2. A service charge of 10% of the amount paid (minimum of $5.00), less any non-refundable deposits or any already purchased items (food, t-shirts, etc.), will be assessed to cover administrative fees.
3. Refund requests must include the following:
    a. Event Name and Event Date in the email header.
    b. Name, telephone, email, and address of person requesting the refund.
    c. Unit type and number.
    d. Receipt or confirmation number, if available.
    e. Reason for request.
4. Circle Ten Council will consider moving a reservation once within the calendar year if space is available.

Scouting America

Scout Oath

On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; to keep myself physically strong, mentally awake, and morally straight.

Scout Law

The Scout Law has 12 points. Each is a goal for every Scout. A Scout tries to live up to the Law every day. It is not always easy to do, but a Scout always tries.

A Scout is:
TRUSTWORTHY. Tell the truth and keep promises. People can depend on you.
LOYAL. Show that you care about your family, friends, Scout leaders, school, and country.
HELPFUL. Volunteer to help others without expecting a reward.
FRIENDLY. Be a friend to everyone, even people who are very different from you.
COURTEOUS. Be polite to everyone and always use good manners.
KIND. Treat others as you want to be treated. Never harm or kill any living thing without good reason.
OBEDIENT. Follow the rules of your family, school, and pack. Obey the laws of your community and country.
CHEERFUL. Look for the bright side of life. Cheerfully do tasks that come your way. Try to help others be happy.
THRIFTY. Work to pay your own way. Try not to be wasteful. Use time, food, supplies, and natural resources wisely.
BRAVE. Face difficult situations even when you feel afraid. Do what you think is right despite what others might be doing or saying.
CLEAN. Keep your body and mind fit. Help keep your home and community clean.
REVERENT. Be reverent toward God. Be faithful in your religious duties. Respect the beliefs of others.

Venturing Motto

Lead the Adventure

Sea Promise

As a Sea Scout, I promise to do my best:
To guard against water accidents
To know the location and proper use of the lifesaving devices on every boat I board
To be prepared to render aid to those in need
To let those less able come first.

SCOUTS BSA

VENTURING™

BE PREPARED®

CONTACT US

Sean McGaughey
Winter Camp Director
cd.wintercamp.bsa@gmail.com
817-798-2853

Daniel Murphy
Registration Assistance
daniel.murphy@scouting.org
214-902-6714

Ryan Downey
Staff Adviser
ryan.downey@scouting.org
214-902-6764

Council Billing Information
Circle Ten Council
8605 Harry Hines Blvd
Dallas, Texas 75235
Phone: 214-902-6700