



BOY SCOUTS OF AMERICA
GREATER WYOMING COUNCIL
RIVER BEND DISTRICT

Cub Scout Day Camp
2018 Leader's Guide
River Bend District

PASSPORT TO ADVENTURE



CUB SCOUT DAY CAMP

Final Draft Updated: 2/7/2018

Online Registration available at <https://scoutingevent.com/638-RBDayCamp>

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PASSPORT TO ADVENTURE

River Bend District Day Camp 2018
June 14 - 16, 2018

**Doc Robertson Memorial Service Center
3939 Casper Mountain Road
Casper, WY 82601**

**Day 1
Thursday, June 14, 2018
9 am to 3:45 pm**

**Day 2
Friday, June 15, 201
9 am to 3:45 pm**

**Day 3
Saturday, June 16, 2018
9 am to 3:45 pm**

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. Day camping is living in a natural environment.
6. Day camp is an adventure with a purpose.
7. Day camp helps strengthen den and pack organization for better year-round organization.
8. Most importantly, day camp is FUN!

General Information for Parents and Leaders

Day Camp

Day Camp brings the Cub Scout camping experience close to home for many of our Cub Scouts. Last year, nearly 120 Cub Scouts experienced Day Camp in the River Bend District. For many, this was their first Cub Scout camp, the first time they have ever shot a BB gun or loosed an arrow from a bow. Day Camp brings the camping experience to you, as it is held at the Doc Robertson Memorial Service Center, in Casper. This year's theme and program will be expanded to offer even more excitement for you and your Cub Scouts.

Day Camp Staff

Each Cub Scout Day Camp will need a team comprised of a Day Camp Director to supervise the operations of camp, and a Program Director who will guide the program areas at camp. These teams will help guide the Day Camp program and manage the behind the scenes operations, and work with volunteers to provide a quality experience for our Cub Scouts.

That being said, **the true heart and soul of Day Camp IS YOU, THE VOLUNTEERS.** Our Day Camp will require multiple (at least 20) volunteers from the local Packs to help run the daily program areas. **We need your help filling these positions!**



Day Camp volunteers may range in age and ability from Boy Scouts who act as den guides, parents or adult leaders who run program areas, or trained staff to safely act as our range safety officers. Below are descriptions of duties for these volunteer positions. Each staff member will need to complete Youth Protection Training and attend Camp Staff Training. If you or someone you know is interested in volunteering for Day Camp Staff, please fill out the application on Page 13 and turn it in to the Doc Robertson Memorial Service Center, or you may contact your district Scouting professional.

An Adventurous Program in Scouting

Cub Scouts and leaders will spend each day exploring the camp and visiting the program areas. Age-appropriate learning experiences and physical activities are interwoven with fun and excitement, preparing them for the camping experience yet to come! Archery, BB guns, nature and physical activities are among the many adventures Cub Scouts will enjoy daily.

Read on for more information on Day Camp!

Camp Rules and Emergency Procedures

Below is a list of camp rules and procedures that all Scouts are asked to follow. Please review this list with Day Camp pack volunteers, parents and Scouts and be familiar with them before arriving at camp.

Day Camp Rules

1. Have Fun!!!
2. All participants will be issued an identification band that recognizes them as a camper.
3. Packs are asked to provide one volunteer to run a program station.
4. Anyone registering for Day Camp as an individual Scout must have a parent or guardian present who may be requested to assist with program areas.
5. Unless helping at a program station, adults must accompany their Cub Scouts at all times.
6. Your den must stay together at all times. (Remember that at Day Camp, your den may consist of Scouts from other packs.)
7. Walk at all times unless participating in an activity where running is allowed.
8. Wear closed-toed shoes (sneakers or hiking boots); this includes adults. **NO EXCEPTIONS.**
9. Wash your hands before meals.
10. Cub Scouts are not to have knives (even if they have earned their Whittlin' Chip), lighters or matches at Day Camp.
11. Avoid climbing on the larger rocks at camp.
12. Always practice two-deep leadership while at camp.
13. No alcohol, firearms or fireworks may be brought into or consumed / used at Day Camp.
14. No smoking / vaping other than in designated areas.
15. Use the buddy system! Each Scout must have a buddy at all times.
16. Report all injuries to the camp's first aid officer.
17. Program supplies are for paid registrants only.

Emergency Procedures

When you hear the emergency horn, walk to the proper area defined in emergency protocols. As soon as you arrive, have a seat near your pack and remain quiet. (Leaders take a head count of Scouts, den chiefs, and leaders in the area. Report your pack number and your counts to a nearby staff member.)

DO NOT DEPART THE AREA until the staff dismisses you. There will be a brief meeting following each drill or procedure.

Day Camp Schedule

(Sample Schedule Subject to Change)

Dens	1	2	3	4	5
8:30 AM	Pack Check-in and Registration				
9:00 AM	Assemble by Dens/Packs for Flag Ceremony and Opening of Camp				
9:30 AM	Archery	BB Guns	Crafts	Nature	Field Sports
10:20 AM	BB Guns	Crafts	Nature	Field Sports	Archery
11:10 AM	Crafts	Nature	Field Sports	Archery	BB Guns
Noon	Lunch, Rest and Den Activities				
1:30 PM	Nature	Field Sports	Archery	BB Guns	Crafts
2:20 PM	Field Sports	Archery	BB Guns	Crafts	Nature
3:10 PM	Special Daily Program				
3:40 PM	Program ends - Dismissal				
4:00 PM	All Scouts have left Camp				

Fee Schedule

(Fees are per Scout OR Scout age sister)

Registrations received on or before April 26, 2018 (early bird fee)	\$60
Registrations received on or after April 27, 2018 (normal fee)	\$75
Registrations received between May 11 and June 1, 2018 (late fee)	\$90

NO "AT THE DOOR REGISTRATIONS" WILL BE ALLOWED.

Tot Lot Fee Schedule

(Fees are per Child)

Registrations received on or before May 11, 2018 (early bird fee)	\$20
Registrations received between May 12 and May 29, 2017 (normal fee)	\$30

NO TOT LOT REGISTRATIONS WILL BE APPECTED AFTER MAY 29, 2018.

Specified deadlines allow for bulk ordering of materials while providing the best value for the participant and therefore no exceptions will be considered to the registration deadlines. Late registrations (after May 11, 2018) will not be guaranteed a patch, t-shirt or craft supplies.

Program Areas

Each day, Cub Scouts will travel to the different program areas and participate in a variety of activities in each area. Each group will attend four areas each day including an archery range, a BB range, and handicrafts during daily sessions. When in an area, Scouts will receive instruction for learning a new skill, improving a current skill, or be provided with opportunities for games and crafts. Scouts stay in each area for approximately 50 minutes, with multiple activities at each area. Program areas focus on having fun safely, learning skills, and age appropriate activities.

ARCHERY

This program area offers archery shooting and instruction. Scouts will have a daily opportunity to develop their archery skills and a chance to earn the ***Bulls Eye Marksman Award!***

BB's

The BB range is the place where Scouts get to test their sharpshooting abilities! Scouts will attend the range each day of program to hone their skills and attempt to earn the ***Top Marksman Award!***

CRAFTS

These program area will include opportunities to build items related to the Passport to Adventure theme, that they can take home with them.

GAMES

In this program area, Scouts will participate in multiple different field sports, learning about sportsmanship and team play. This is also an opportunity for Scouts to burn off energy and will have them being physically active.

CAMP FIRE

Learn some new jokes, skits and songs around the campfire. There may even be snacks of the white fluffy kind available?



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Suggested Gear List

Below is a suggested list of items that each Scout should bring to camp. Please note, due to the number of lost and found items at past camp sessions, it is highly recommended that **each personal item be labeled with the Scout's name and pack number**. Open-toed shoes are not permitted in camp. Scouts are not permitted to have pocket knives with them in camp (even if they have earned their Whittlin' Chip). All items left in the lost and found after the last session of camp will be donated to a local thrift store.

Required Items

Daily Sacked Lunch
Water Bottle
Completed & Signed CURRENT Medical Form
Visit www.wyoscouts.org

Recommended Items:

Comfortable Hiking Shoes or Sneakers (No open-toed shoes)
Scout Activity Shirt
Sunscreen
Hat
Raincoat or Poncho
Sweater or Jacket
Wrist Watch



Optional:

Disposable Camera
Insect Repellent
Pencil, Pen, & Pad

Prohibited items:

Radios
Game Systems
MP3 Players
Cell Phones
Any Other Electronic Devices
Firearms and Ammunition
Toys
Fireworks
Bows and Arrows
BB Guns
Knives (even if they have earned their Whittlin' Chip)

Other Camp Policies

COUNCIL REFUND POLICY - In all programs offered in the Greater Wyoming Council, BSA, a great deal of planning and purchasing takes place well in advance. These plans include, but are not limited to staffing, food, program materials, patches, awards, rental and purchase of equipment.

A pack or parent that finds it necessary to cancel their reservation must do so **30 days prior to the camp date** to receive a refund of fees paid, less a 15% administrative charge. No refunds will be made after the 30-day cancellation deadline. All cancellations must be made to the district Scouting professional, by phone at 307-234-7329, or in writing to 3939 Casper Mountain Road, Casper, WY 82601. More details about our policy can be found on our website, www.wyoscouts.org.

YOUTH PROTECTION - This may best be explained by saying that no adult (18 years or older) should ever be alone with a youth member. The best method for the youth member and for you is the buddy system. National standards for camping require that all Scouts should be paired with a buddy for activities at camp. Also that each pack have at least two adults in camp for the entire week, or have made arrangements to share responsibilities with another pack coming to camp the same week. Youth Protection Training is required.

ADULT LEADERSHIP - In accordance with the policies of the Boy Scouts of America, camps require a minimum of two leaders in attendance at all times. The ratio of leaders to youth is two leaders for the first eight Cub Scouts and one additional adult leader for each additional four Cub Scouts. One of the unit leaders must be at least 21 years of age and a registered member of your pack or another unit in the council. The second leader may be a registered Scouter 18 years or older, or a parent of a participating Scout. For example if you have 10 Cub Scouts attending, your pack will need to provide three adult leaders (2 for the first 8 and 1 additional for the 2 after the first 8). **If a pack does not register as a pack for Day Camp, then the ratio becomes one adult for each youth in attendance (example: your pack registers as 10 individual Cub Scouts, then you would be required to bring 10 individual adults).** If you only have one leader, it may be possible to match you with another pack. Please take into consideration if you or an adult leader of your pack has agreed to volunteer for Day Camp Staff, they **CANNOT** be counted towards your pack's leadership requirement at Day Camp. **Any Tigers who attend Day Camp are required to have an adult partner with them at Day Camp.**

The ideal leadership of Cub Scout youth is to have the same two adult leaders (or more) throughout the entire camp session. However, if it is not possible to have that continuity, you have two options: first, if you have two leaders, you may rotate one of those leaders throughout the week (with advance notice to the camp staff); or second, if you have more than two leaders, two may be rotated throughout the week, as long as one leader remains constant.

DAY CAMP VOLUNTEERS - The River Bend District is looking for volunteers to help run this year's Day Camp. Volunteers interested in assisting with Day Camp will need to fill out the Volunteer Day Camp Staff Application in this booklet. Boy Scouts, Venturers, Girl Scouts, and American Heritage Girls may apply to act as den guides or assistants in program areas. All youth must be at least 14 years of age to volunteer. All adult volunteers must complete BSA Youth Protection Training before Day Camp. Adults who volunteer for Day Camp Staff **CANNOT** be counted to reach the required number of adult leadership a pack must provide.

TOT LOT - New this year the River Bend District will be offering child care for pre-school age children (age 3 years old) to First Grade. This program is only offered to families who are volunteering their time at Day Camp as staff members or as unit leadership. Children in the Tot Lot will be eating lunch with their families during the day, and families will be required to provide lunch for their child. The cost for this program will be \$20 per child if registered by May 11, 2018 and \$30 if registering after May 12, 2017. Pre-registration is required to assure adequate staffing and no Tot Lot registrations will be accepted after May 29, 2018. Fees include age appropriate crafts and a morning and afternoon snack. All children at Day Camp aged 3 years old to First Grade will be required to participate in the Tot Lot program. For children under the age of 3 years of age please make other child care arrangements.

Volunteer Duties and Responsibilities

Unit Day Camp Coordinator:

- Attend a camp kickoff.
- Hold a camp promotion within your pack in February during unit's Blue and Gold Banquet and in March during regular pack meeting.
- Collect registration forms and payment from parents.
- Submit pack registration and payment to council office prior to **specified deadlines**.
- Collect health forms and camper release forms from parents and organize prior to check-in to camp on first day.
- Recruit and organize unit's camp leadership.
- Arrange carpooling and transportation plans to and from camp.

Unit Day Camp Leadership (Walker):

Every unit is required to provide its own Day Camp leadership while at camp. One leader is required for every four youth in camp with a **minimum** of two adult leaders per pack. For example if your pack brings 10 youth, then you will need to provide 3 leaders (see page 10 for more details). New Tiger Cub Scouts (1st grade the 2018-2019 school year) require a parent to be in attendance. Your unit's leadership will be divided between your unit's Cub Scouts and Webelos. Leaders must:

- Meet the requirements to be a registered member of the Boy Scouts of America.
- Have completed BSA's Youth Protection Training.
- Serve as leadership within assigned den during camp.
- Ensure buddy system is being used by all Scouts.
- Assure den stays together as it travels from station to station.
- Maintain discipline. Address any health and safety concerns.
- Complete the BSA Medical form parts A and B.
- Assist camp staff in areas as needed.

Adult Day Camp Staff:

Volunteer Day Camp Staff is needed at every camp throughout the summer. Day Camp Staff members will serve as leaders in assigned program areas implementing the Day Camp program. Positions needed (but not limited to) include: Craft Director and staff, Sports Director and staff, Archery staff, BB gun staff, Nature Director and staff, registration, health officer, etc. Area directors must be at least 18 years of age. Adult Day Camp Staff members must:

- Be currently registered with the BSA and gone through Youth Protection Training.
- Have gone through staff training in 2018.
- Fill out and submit a volunteer day camp staff application (page 14).
- Complete the BSA Medical form parts A and B.
- Be approved by the District Day Camp Director and district Scouting Professional.

Youth Day Camp Staff:

Youth ages 14 and up may be permitted to serve on Day Camp Staff as program area assistants and den guides. Youth Day Camp staff members must:

- Be 14 years of age by June 1, 2018.
- Have gone through staff training in 2018.
- Fill out and submit a volunteer day camp staff application (page 14).
- Be approved by the District Day Camp Director and district Scouting professional. Complete the BSA Medical form parts A and B.

DAY CAMP REGISTRATION PACKET INSTRUCTIONS

1. SELECT A PACK DAY CAMP COORDINATOR.
2. PROMOTE DAY CAMP AT PACK MEETINGS AND BLUE AND GOLD DINNER.
3. Send email directly to families and provide flyers to each of your den leaders for distribution at den meetings.
4. Pack Day Camp Coordinator should collect registrations from pack members and register at the Doc Robertson Memorial Service Center, 3939 Casper Mountain Road, Casper, using our online registration system at <https://scoutingevent.com/638-RBDayCamp>.
5. The Pack Day Camp Coordinator should summarize all pack leadership, and volunteers on the Cub Scouts attending on the Day Camp Roster. Please bring this form with you to Day Camp along with all medical forms. Do NOT mail medical forms to the council office.
6. Parents with Boy Scout youth age 14 and older may volunteer them as Youth Day Camp staff. This is an opportunity to build a resume for Boy Scout Summer Camp staff positions and is recommended for youth interested in working at Summer Camp in the future. Mail Day Camp Volunteer Applications to:

Greater Wyoming Council
RIVER BEND DISTRICT DAY CAMP 2018
3939 Casper Mountain Road
Casper, WY 82601

NOTE:

1. *Patches, crafts, etc. cannot be guaranteed to those who register after May 11, 2018.*
2. If registering as an individual, please register at the Doc Robertson Memorial Service Center, 3939 Casper Mountain Road, Casper using the form on page 12. Early bird registrations must be completed by **specified deadlines** listed in this leader guide.
3. For any additional information and or questions, please contact Day Camp Director Kyla Alvey at cheyenne73090@gmail.com or by phone at 307.315.4277 or the Doc Robertson Memorial Service Center at 307.234.7329.



Day Camp Volunteer Application

Please return this form to the Doc Robertson Memorial Service Center, by May 11, 2018

River Bend District

Cub Scout Day Camp—Volunteer Application
3939 Casper Mountain Road
Casper, WY 82601

Name: _____ Telephone: _____

Address: _____ City: _____

Unit #: _____ E-Mail Address: _____

District: _____

For Youth Volunteers (under the age of 21) to meet BSA staffing requirement standards, the following information is needed:

_____ I am under the age of 18

_____ I am over the age of 18, but under the age of 21

I am interested in volunteering for the following session:

_____ June 14 - 16, 2018: River Bend District, **Doc Robertson Memorial Service Center, Casper**

I have the required skills and am interested in volunteering for the following area(s):

_____ Archery*	_____ BB Shooting*	_____ Crafts (general)
_____ Crafts (Wood Working)	_____ Field Sports	_____ First Aid / Medical Officer
_____ Leave No Trace	_____ Nature	_____ Registration

I have a skill in another area not listed above that applies to Day Camp _____

*Youth interested in staffing the Archery area must have completed the Merit Badge for Archery, and the Rifle or Shotgun Merit Badges for BB Shooting.

I commit to working _____ days at the Day Camp session listed above. I understand that by volunteering as a Day Camp Staff member, my presence at Day Camp will **NOT** be counted towards my pack's leadership requirement. I understand that as a staff member I represent the Greater Wyoming Council and the Boy Scouts of America and will act in an appropriate manner at all times and follow the direction of the Day Camp Director and the Greater Wyoming Council executive staff. I understand that I am required to wear the official Boy Scouts of America uniform, unaltered Day Camp T-shirt or a theme related costume appropriate for youth. I also understand that I must complete the Boy Scouts of America's Youth Protection Training.

I have read and understand what is expected as a Volunteer Day Camp Staff member.

Signature _____ Date _____



River Bend District Tot Lot Registration

Wednesday, June 14, 2018 to Friday, June 16, 2018
Location: Doc Robertson Memorial Service Center, 3939 Casper Mountain Rd., Casper

Online Registration is required at <https://scoutingevent.com/638-RBDayCamp>

New this year the River Bend District will be offering child care for pre-school age children (age 3 years old) to First Grade. This program is only offered to families who are volunteering their time at Day Camp as staff members or as unit leadership. Children in the Tot Lot will be eating lunch with their families during the day, and families will be required to provide lunch for their child. All children at Day Camp aged 3 years old to First Grade will be required to participate in the Tot Lot program. For children under the age of 3 years of age please make other child care arrangements.

Cost: \$20 Before May 11, 2018 \$30 After May 12, 2018
Deadline to Register May 29, 2018
No Tot Lot Registrations will be accepted at this date.

In order to make your child’s stay in the Tot Lot Program better, we are asking every parent to fill out the information and turn it in as part of your registration. It will help insure your child has a more successful stay, as well as to reach you faster in the event of an emergency. Please remember that at no time are you to leave camp without signing out, and if you are leaving, your child in the Tot Lot Program MUST go with you. They are not permitted to be on the grounds without a parent or guardian on the grounds at all times.

Child’s full name: _____ Age: _____

Parent in Attendance Name: _____ Parent Cell #: _____

Who may pick up the child: _____ Emergency #: _____

Your Scout’s name: _____ Pack #: _____

My child likes / dislikes: _____

When scared or upset, my child: _____

My child has these health/behavioral problems: _____

***BSA Medical Form with Part A & B Completed must be brought to Day Camp.**

This form is to help your Pack Leaders register online at <https://scoutingevent.com/638-RBDayCamp>.

