

MAMCHACHWELENDAM CHAPTER OA SPRING FELLOWSHIP



23-25 May 2026

**Florence ABMC, Gabbiano Scout Base Camp, San Casciano in
val di Pesa, Florence Italy**

Leaders Guide

Overview

The Mamchachwelendam Chapter of the Black Eagle Lodge, Order of the Arrow Spring Fellowship, will be held from Saturday, 23 May, to Monday 25 May. The fellowship will be held at the Gabbiano Scout Base Camp, via vico l'abate, San Casciano in val di Pesa, Florence Italy. The Ordeal Service location on Sunday, 24 May is the Florence American Battle Monuments Cemetery, 50023 Tavarnuzze Florence, Italy.

Check-in will begin at 17:00 at the Base Camp on the 23rd. The event will conclude at 11:00 on the 25th. Attendees are welcome to stay for the cemetery's Memorial Day Services at the Florence American Battle Monuments Cemetery. All Order of the Arrow Scouts and Scouters registered in the Transatlantic Council are invited to attend. The registration fee is \$75 per Ordeal candidate, \$55 per Brotherhood candidate, \$30 per OA Fellowship participant and includes all program activities, two nights of camping, and event patch. Ordeal candidates will receive an Ordeal sash, Black Eagle Lodge flap, and Order of the Arrow handbook. Brotherhood candidates will receive a Brotherhood sash. Registration and payment can be completed at <https://scoutingevent.com/802-Florence26>. All OA members in good standing (current dues paid for 2026) are welcome to attend and participate.

Registration will close on **Wednesday, 20 May 2026**.

1. General Information & Planning

1.2 Getting to the Site & Parking

The Chapter Fellowship will be held at the Gabbiano Scout Base Camp, **via vico l'abate, San Casciano in val di Pesa, Florence Italy**. Please see the following overhead view of the campsite to aid you.



There is a sign that directs you to the base camp entrance off via vico l'abate.



Vehicles will be able to unload gear and park in the parking area as noted below. Note that parking is limited to a handful of vehicles and late arrivals may need to park alongside the roadway leading up to the parking lot.



1.3 Arrival Procedures & Campsites

All attendees should plan to arrive between 1700 and 1930 (if arriving later than 19:30 notify Camp Director, Jessica Smith at 349-551-7192 (WhatsApp number), or Camp Administrator, Jeff Arter at 334-213-5361, to arrange arrival time. Please note that Saturday dinner (evening meal, is not provided) therefore all attendees should plan for their own meal prior to arrival.

Female youth participants and male youth participants as well as adults will camp separately. Early arrival may or may not be possible due to staff availability. Campsites will be shown upon check-in. All attendees must proceed to the check-in table upon arrival to complete the check-in procedure and be shown the campsite.



1.4 Meals and Water

There will be no meal provided by the Chapter on Saturday evening. All attendees must make their own arrangements. All meals on Sunday, and breakfast on Monday is provided by the Chapter. All attendees need to bring a refillable water bottle. The Chapter will have water stations available; however attendees are encouraged to bring additional water for use through the weekend. The water at the campsite is not potable (not drinkable) however it can be used to wash dishes and for use in restrooms to wash and brush teeth.

1.5 Bathroom Facilities

There are separate single female and male bathrooms (please remember that both youth and adults of the same gender will use the single bathrooms available for each) identified in the main building. There are no shower facilities available.

1.6 Trash & Recycling

Bins for trash recycling are available but limited in size. Attendees should plan to pack out all trash and recycling as needed.

1.7 Checking Out

All participants should anticipate an 11:00 departure on Monday, 25 May, after the morning activities and cleanup are complete.

1.8 Florence ABMC Access

Access is required to the Florence ABMC for both the Ordeal Service on Sunday and Memorial Service on Monday. All drivers need to submit their names and vehicle information (make, model, color, and license plate number). All individuals will be added to an access roster that must be sent to the ABMC prior to the Sunday Ordeal service. Please indicate during registration that you need to be added to the roster.

All drivers are encouraged to bring their passport as a form of ID upon arrival; no other forms of ID will be accepted at the gate.

2. Fellowship Organization & Safety

2.1 Emergency Contact

It is recommended that all participants have access to a mobile phone in case of emergency. This number and the POC should be made available to the Fellowship Staff in the event staff need to reach the unit. The camp emergency POC is Jeff Arter, 334-213-5361. For emergency services call 112. The operator will put you in touch with the appropriate authority or service.

2.2 First Aid

If assistance is needed, please contact either your unit leader if attending or the Camp Director, Jessica Smith or Camp Administrator, Jeff Arter. If an injury occurs and IF the injury permits, bring the injured individual to the main facility/First Aid station for medical attention. A Red Cross First Aid and CPR qualified individual (TBD) will be present at the camp to handle any minor medical issues. A first aid kit is available at the main building.

2.3 Medical Forms

In case of severe injury or illness requiring emergency medical services or hospital treatment, a health history record and permission of a parent/guardian are required. The Medical Forms must always be accessible to the Camp Staff. Parts A and B are required for all youth and adults attending the fellowship. Please maintain all health forms in a binder and bring them to camp in case of emergencies. Medical Forms are required and will be checked by Camp Staff at check-in. All youth that are not accompanied by a parent or legal guardian, must have a custodian identified on the Med form/parental permission slip.

2.4 Youth Protection - SCOUTING MUST ALWAYS BE A SAFE SPACE

It is mandatory that all Adults attending the fellowship complete YOUTH PROTECTION TRAINING on how to keep young people safe. The minimum Leader requirements, age- and program-appropriate supervision must always be provided. All Adults must be registered as Leaders with Scouting America.

It is everyone's responsibility to look out for one another and prevent harmful actions, behaviors, or words. Everyone has the right to say **NO** to things that make them feel uncomfortable. Two registered Adult Leaders 21 years of age or over are required at all Scouting activities, including meetings.

There must be a registered female Adult Leader 21 years of age or over in every Unit serving females. A registered female Adult Leader 21 years of age or over must be present for any activity involving female Youth.

If you have any concern, you should feel safe talking to your Unit Leader or another Adult. Additionally, there will be fellowship Camp Staff who are trained to help resolve issues. Youth is the most important part of the Fellowship!

ALL YOUTH PROTECTION INCIDENTS, NO MATTER HOW MINOR, ARE TO BE ADDRESSED IMMEDIATELY

Adults will refer to their Youth Protection training, while Youth members will go to an Adult for help and support.

Incidents require documentation to ensure that concerns are addressed and kept track of. Leadership will determine whether the corrective action is enough and address any ongoing problem areas.

Major incidents will be escalated to the proper teams to manage (including Youth or Adults in possession of controlled substances), as well as major incidents that may require police or other emergency services.

REMEMBER:

- Stop the behavior/abuse immediately
- Separate the involved parties
- Contact the Camp Director for assistance
- The Fellowship Staff is well-trained to respond

IT IS OUR JOB AS ADULT LEADERS TO PROTECT YOUTH AND ADULTS!

If you have any concerns regarding Youth Protection violations or procedures, please immediately contact:

- CAMP DIRECTOR JESSICA SMITH: +39-349-551-7192
- CAMP ADMINISTRATOR JEFF ARTER: +39-334-213-5361
- TAC SCOUT EXECUTIVE JOSHUA DICK: +32 468 426 681
- TAC ASSISTANT SCOUT EXECUTIVE JOHN ERSKINE: +32 472 026 857
- MED DISTRICT EXECUTIVE SARAH NORMAN: +1-630-608-7876
- SCOUTING AMERICA SCOUTS FIRST HELPLINE: +1 844-SCOUTS1 (+1 844-726-8871)

2.5 Fire & Ambulance

In the unlikely event that fire and/or ambulance services are needed, immediately send a runner to the main facility so an emergency call can be placed, and the Fellowship director is notified. If a call is placed from your current location, a runner

must still be sent to the notify the Camp Director so that emergency services can be properly directed upon arrival. The Camp Director or Camp Administrator will make the proper notifications to the Council Staff as needed.

2.6 Visitors

All visitors that are not paid registrants for the Fellowship must check in at the main building with the Camp Director or Camp Administrator and sign the visitor's log that is available. They will not be granted access to the campsite. The only exception to this may be the host nation owner of the campsite and/or any host nation emergency services personnel or police responding. All visitors to the base camp will be escorted by either the Camp Director or Camp Administrator as needed.

2.7 Camp Security

The camp is surrounded on all four sides by a chain link fence which has a pedestrian gate which enters/exits from/to the parking lot, this will be locked at night.. There is also a wooden barrier that is placed across the driveway entrance to the parking lot to prevent unauthorized vehicle access.

2.8 Buddy System

Scouting America policies will be enforced concerning use of the buddy system and camper supervision.

2.9 Emergency Evacuation Plan

Should emergency evacuation be required for whatever reason, all youth and adults will immediately be loaded into the available vehicles at the camp and drive to the ABMC which will be used as a rally point. In cases of emergency, the parental permission slip in the Med Form A/B will identify who is authorized to take the child.

2.10 Camp Risks

Some environmental hazards may be present at camp such as those caused by damaged or fallen trees. The camp owner has taken the necessary steps to ensure the campsite is safe from any environmental hazard and maintains control of overgrown vegetation.

The Cook Team Lead, Camp Director and Camp Administrator will be responsible for monitoring and controlling the use of the kitchen facility, bombola access, and pump room. The door to the pump room will be secured by key when not in use. Access to the bombola for using the stove and oven is from outside the wall of the main

building. The bombola will be closed when not in use. No youth will be allowed access to either the bombola, or pump room.

In event of inclement weather, all fellowship attendees will be housed in the main building until the weather has passed.

2.11 Early Check Out

Parents or adult leaders will inform the Camp Director and Camp Administrator if a youth will be picked up early from the Fellowship. This should be stated at time of check-in on the 23rd or verified with a phone call to either the parent or guardian who signed the permission slip. The Camp Director and Camp Administrator are to be immediately notified if a camper/youth is taken from the Fellowship.

3. Fellowship Planning & Programming

All planning for the Fellowship, Ordeal, and Brotherhood walk is handled by the Chapter Chief, Stewie Irvine, and the Chapter Advisor/Camp Director, Jessica Smith.

3.1 Campfire

There will be a campfire on Saturday evening for the Ordeal call out and ceremony, and on Sunday evening for the Ordeal ceremony and Brotherhood ceremony. The Fellowship Feast will follow immediately upon completion of the ceremonies. After the Feast, there will be a Chapter wide meeting around the campfire to take care of Chapter business. Fire extinguishers are in place within the main building. Firewood is provided by the campsite owners. Only youth and adults with a valid totin' chit certificate will be allowed to utilize the axe yard.

3.2 Fireside Chat

A fireside chat will be held on Saturday after the Ordeal Call out ceremony for all leaders and youth staff to discuss the Fellowship program on Sunday and feedback on the day's events. A fireside chat will also be held upon completion of the Chapter business on Sunday evening.

3.3 Transportation

Transportation to and from the campsite to the ABMC on Sunday for the Ordeal Service will be done using the available vehicles and drivers present at the Fellowship. These drivers and vehicles will be identified on a list that is to be provided to the ABMC Superintendent prior to the event. All transportation will be provided in a safe fashion, complying with applicable host nation driving laws and Scouting America policy. All passengers, youth and adults will use available seat belts located in all passenger vehicles.

Mamchachwelendam Chapter Fellowship Schedule

SAT. May 23	
1600 - 1930	OA participants arrive and setup at Gabbiano Scout Base Camp Dinner is individual responsibility
1930 - 2030	Campfire program and Ordeal begins.
2030 - 2130	Ordeal Call Out. After the candidates leave the fellowship, those remaining begin discussing how the weekend will run.
2200	Lights Out all
2200	Vigil
SUN. May 24	
0600	Ordeal candidates will be awakened
0630	Ordeal candidates breakfast
0700-0800	OA Fellowship Breakfast and cleanup
0800 - 0830	Drive to ABMC, contact with ABMC staff
0830 - 1100	Ordeal candidates taskings
0900 – 1100	Brotherhood Walk
1100 - 1130	Lunch for Ordeal candidates and participants
1130 - 1600	Ordeal candidates complete their tasks.
1600 - 1645	Cleanup and preparation for colors/retreat
1645 – 1715	Retreat at ABMC Flagpole
1715 - 1800	Drive to Gabbiano Base Camp
1800 - 1900	PREPARE ORDEAL CEREMONY
1900 - 2000	Begin Ordeal/Fellowship Feast
2000 – 2100	PREPARE BROTHERHOOD CEREMONY Brotherhood Ceremony
2100 - 2200	CAMPFIRE and Chapter Business with Chapter Chief Elections, discuss elected positions and their responsibilities.
2200	Quiet Time
2200	Vigil Ceremony
2300	Lights Out

MON. May 25	
0630	Wake up
0700 - 0755	Breakfast and clean-up
0800 - 0930	Camp tear down, preparatory for cemetery ceremony. Tasks will vary depending on Cemetery directors' needs.
0930 - 1030	Drive to cemetery for ABMC Memorial Day Ceremony
1100	Memorial Day Ceremony – Scouts raise the U.S. & Italian flags at noon.