President Ford FSC

 Day Camp Leader Guide



2019

Under the Sea

**Welcome to the President Ford FSC Day Camp!**

Here are the details for the best days of your Scout’s summer. This year we are offering the following Day Camps:

**When? Where?**  **What Time?**

June 22 – 23 Antique Flywheelers Club 10am – 4pm

 Boyne Falls, MI

 (Shooting Sports)

June 29 - 30 Rycenga Park 2pm – 8pm

Spring Lake, MI

 (Shooting Sports)

July 12 - 14 Camp Kellogg 10am – 4pm

 Kalkaska, MI

 (Combination Traditional & Shooting Sports)

August 1 - 4 DeVos Center for Scouting 2pm – 8pm

Grand Rapids, MI

(Combination Traditional & Shooting Sports)

August 9 – 11 Rycenga Park 2pm – 8pm

 Spring Lake, MI

 (Traditional)

**Who can attend Day Camp?**

Day Camp is for registered Cub Scouts who will be in grades 1-5 in the fall. Unfortunately, due to BSA rules we cannot allow siblings or pets at camp.

**What is the required ratio of Adults to Scouts?**

Each Pack needs at least two adults for every five Cub Scouts, and then 1 adult for every 3 scouts. All Tiger Cubs (1st grade in the fall) will need to have an adult with them at all times.

**What is included in the Day Camp Fee for my Scout?**

* Day Camp T-shirt
* Day Camp Patch
* Water bottle
* Drawstring backpack

Leaders, Chaperones, Parents FREE

Den Chiefs FREE

\*\*If a parent / leader would like to pre-order a t-shirt, cost is $15 - 17.00. It must be ordered when registering. There is no guarantee of shirt availability once Day Camp season starts\*\*



**Health and Safety**

**Medical Forms**

Any person attending Day Camp must have a Scouts BSA Medical Form Parts A & B filled out and signed. Any person under the age of 18 must have their form signed by a parent or legal guardian. For an online copy, please visit: http://www.scouting.org/filestore/HealthSafety/pdf/680-001\_AB.pdf

If a child has special needs (ie: medical, physical, behavioral), these must be listed on the Medical Form. We also want to know if anybody has an Epi Pen or Inhaler. Any person who has an Epi Pen or Inhaler must keep them on their person at ALL times. Epi Pens and Inhalers will be reviewed daily by the Health Officer who will verify expiration dates. Expired Epi Pens and Inhalers will not be accepted.

All forms must be turned in on the first day of camp by the Pack Leader in charge. Medical Forms will be kept on file with the Health Officer until camp is over. These forms are required in case of a medical emergency while at camp. Also, emergency telephone numbers should be listed on the Medical Form.

**First Aid**

The First Aid Station will be located near the registration area at each camp location. Any accident or injury ***must*** be reported to the Health Officer. This is a National BSA policy.

**Camp Siren**

Each Camp Director will have a blow horn for emergencies. If you hear the blow horn signal three short blasts, all program areas will close immediately and all attendees will report to the registration area. If there is bad weather coming, the Camp/Site Director will direct you to shelter.

**Buddy System**

Pack Leaders need to enforce the Buddy System. Each Scout needs to have a buddy. No Scout or child is permitted to go anywhere in camp unless accompanied by a buddy, a chaperone from their group or a member of the Day Camp Staff.

**Restrooms**

Each camp’s restrooms will vary by type, but all camps will have restrooms available.

**Pets and Animals**

No pets are allowed at Day Camp.

**Camper and Staff Identification**

All campers will wear the official camp T-shirt as well as a camp wrist band. All Staff will wear the official camp Staff T-shirt.

**Lost Camper**

If a Scout should get lost from your group, please notify a Staff member IMMEDIATELY. The Camp Director will conduct a search for the Scout according to established procedures. DO NOT try to find the Scout yourself. Your responsibility is to the rest of the group at this point.

**Lost and Found**

Any items that do not belong to you should be turned in to a Staff member. An area will be provided at the Registration area to claim all lost items. Please check the Lost and Found area each day. All clothing worn to camp should have the participants name and Pack number on it (this ESPECIALLY includes the Camp T-shirts!). The Staff will not be held responsible for any lost items.

**Camp Phone**

There is no “land-line” phone at most Camp Locations. Please contact the Camp Director/Chair in the case of an emergency: Sue Fiebig 616.893.2256



**Camp Program**

**The Daily Program**

When you arrive at camp each day, your color group leader will receive a schedule for the day. Your group will rotate to each program area. If you are unsure about the location of an area, ask any staff member. Program areas will include BB Guns, Archery, Crafts, Sports / Water Games, Nature and Theme.

We will begin each day with an opening ceremony at the designated Opening area

(flagpole, etc). We will end each day at this same location.

You are welcome and encouraged to bring 10x10 pop-up canopies for your Pack to use for shade and to eat under. We also encourage each Pack to bring coolers to keep food cold, as well as portable grills to cook on if you’d like.

**Tiger Cubs**

Tiger Cubs (Scouts going into the 1st grade) must have at least one adult with them. This is National BSA policy.

**Siblings**

Unfortunately, siblings are not allowed at camp.

**Chaperones**

Each Pack must provide two adults for every five Cub Scouts, and then 1 adult for every 3 scouts after. Chaperones can be Scout leaders, parents or family members over 21. These adult chaperones will accompany the Scouts throughout the day to each activity and be responsible for their behavior. Tigers must have at least one parent/guardian present at all times.

**What to Bring – Dress Code**

Bring these items every day:

* + Sack lunch/dinner – write name and Pack # on it
	+ Day Camp T-shirt (receive first day of camp) – must wear all 3 days
	+ Cup/Canteen for drinking water
	+ Swim trunks and towel
	+ Old shirt for Water/Games area (it will get wet and dirty)
	+ Hat, sunblock, bug spray
	+ Daypack/backpack to carry your things
	+ Pair of old shoes that can get wet
	+ The Leader should bring a sharpie to write Scouts’ names on items
	+ Must have closed-toe shoes for shooting sports participation at all camps (i.e. BB Guns, Archery, etc.)

Dress according to the weather (program runs rain or shine). All clothing worn to camp should have the participants name and Pack number on it (especially Day Camp T-shirt). Shoes and shirt must be worn at all times. The only place you are permitted to be barefoot or without a shirt is the water/games area. Each registered Scout will receive a camp T-shirt the first day of camp. This is your camp uniform. Please wear your Day Camp T-shirt each day of the session.

**Registration**

Each Cub Scout Pack should have one person to act as their Pack’s Day Camp Coordinator. All questions and Medical forms should go to this person. The Day Camp Coordinator or a designated representative shall be responsible for the daily registration process.

Registration must be completed online at: <https://scoutingevent.com/272-DayCamp_2019> . Medical Forms must be completely filled out and signed by a parent/legal guardian.

These must be turned in (all together) on the first day of Day Camp. Registration for each session closes 2 weeks prior to the start of camp. There are no “walk-ins” allowed as all materials need to be ordered / purchased in advance. Each scout & adult attending Day Camp must register online so that we have an accurate head count. This includes all Staff members as well.

**Rosters**

Rosters must be turned in daily and include your Pack number and names of everyone in attendance at registration time, Camp Staff will sign in late arrivals. The rosters are needed in case of an emergency. Please have your Pack meet at the near the Camp Opening area by your color flag and have one adult be in charge of registration.

**Staff**

The Day Camp Staff is all volunteer run. Staff members are trained before the start of camp. If you have any problems with a volunteer, please contact the Camp Director (Sue) or Site Director (Jason, George, Dameon). We are always looking for volunteers from individual units to fill staff positions. If you have any questions before camp, please contact:

Sue Fiebig (Potts) - camp4fun@gmail.com (C) 616.893.2256

Robert Silvernail – Robert.silvernail@scouting.org (B) 616.785.2662 x217