

**Arrowhead Cub Scout Day Camp**

**June 28,29 & 30th**

At Eagle Creek Conservation Club

5525 Eagle Creek Rd

Leavittsburg, Ohio 44430

<https://scoutingevent.com/433-ahcsdc>

Thursday & Friday check-in 8:30am, program 9am –3:00pm

Saturday check-in 8:30am, program 9am–3pm

Campfire starts at 3pm

(Family Day & Campfire Program)

Camp Director- Mary Hostetler

mdhoss11610@gmail.com

Arrowhead District Executive –David Michalec

David.Michalec@scouting.org

 Great Trail Council, BSA

1601 S. Main St.

Akron, OH 44301

(330) 773-0415

**PLEASE SHARE ALL INFO WITH YOUR PACK**

Time to catch some **BUGS**. It will be an exciting and fun three days for all involved. Cubs will participate in FUN outdoor age-appropriate activities. Where they will learn teamwork & Scout Skills and make new friends, all while completing some Cub Scout requirements. The following areas will compromise the primary part of our program:

BB Gun: A certified BSA instructor will teach the Scouts how to properly care for, handle, and shoot a BB gun.

Archery: Our Rangemaster will help the scouts take aim, because a bull’s eye is its own reward.

Crafts: Bug related crafts to bring home to display

Scout Skills: Let's learn some outdoor skills to take back to our pack.

Physical Fitness Active: sports and games.

Fishing: Lets see who can catch the biggest fish. Catch and Release only sorry fish dinner will need to be done at a later time.

All Camp Activity: We have invited some wonderful guests to camp that will be teaching and exploring with our scouts.

**Who Should Attend**

Cub Scout Day Camp is for all Tiger scouts (entering first grade), Cub Scouts, and Webelos Scouts. **Each Tiger Cub attending camp must be accompanied by an adult partner**.

**Parents/Grandparents/Adult Partners (over 21 years of age)** At least **TWO** adults from the Unit must attend every day. At least **ONE** adult needs to be a registered member of the BSA and have a **current youth protection**. All parents/grandparents and adult partners (over 21 years-of-age) of the Scouts are welcome to participate either directly with the Scouts in their den or as a part of the program staff. If you are willing to work staff, we have a place for you to help! We can always use more help!!

  **Boy Scouts/Venturing Crew Staffing** All First Class (or higher rank) Boy Scouts/Venturing Crews are welcome to help as a Den Chief or at a station with adult staff. They must be **14** years-of-age or older in order to assist as a youth Staff Program Aide. Youth protection trained preferred.

**Volunteer Staff** All staff will need to meet at Camp no later than 7:45am daily, for set up & prep. Check in at registration & find Camp director for your daily schedule.

**Den Walkers** Den walkers are the parents & adults from each pack that will be attending camp. Your pack may be intermixed with another pack during the week. Den walkers are responsible to keep order in the dens during the activities at camp, also to assist the kids with activities where needed.

**Registration Deadlines, Fees and T-Shirts**

**Camp Fees:** Tigers/ Cubs/ Webelos/ Siblings{6-10yr old} $60 now till May 15th.

 Adults $20.00

 Staff $15.00

After May 16, 2018: $70.00 Tiger/ Cub/ Webelos/ Siblings $70

All registered participants will receive a Camp T-shirt, Patch, Cup & Lunch on Saturday if paid prior to May 15th. Any registration received after May 16, 2018 Will not receive a Day Camp Shirt.

No Registration will be accepted after June 1, 2018

**REGISTRATION** You can Register individually or as a Unit. If doing as a unit you should appoint one person from their Unit to act as their unit Day Camp Coordinator. All Registration completed online at{{ insert link to register}}. **Everyone attending camp (Staff, Scouts & Adults) must have medical forms A & B filled out completely upon arrival at camp. Camp attendees’ Medical forms will go to the Day camp Health Officer upon arrival to camp.**

**Adults 21 & over** – At least TWO adults from each Unit must attend daily. At least ONE adult from your unit attending (if not more) must be a registered member of the BSA with current youth protection training. Copy of Youth Protection Certificates must be in camp files for your unit.

**Camp Youth Staff** - Medical form and Youth protection trained Copy of YP Certificates must be in camp files. Turned in at 10 day meeting.

**Camp Adult Staff**- Medical Form and Youth Protection trained certificate required Copy of YP Certificates must be in camp files. Turned in at 10 day meeting

**Adult Leadership Requirements**

 Each Pack is responsible for sending the proper amount of Youth Protection trained Adult leaders & or Parent Volunteers to camp daily. The number of adult leaders / volunteers required is based on the number of scouts your unit sends. BSA Registration Required All staff members, Scouts and at least one Den Walker per unit attending, must be a registered member of the Boy Scouts of America. Youth protection training can be taken online thru the Great Trail Council website. A minimum of 2 adult leaders must attend every day. But you should send leadership according to the chart below:

**Adult-to-Cub Ratios daily**

1-8 Cubs— (3) adults

9-12 Cubs— (4) adults

13-16 Cubs— (5) adults

17-20 Cubs— (6) adults, etc.

Example: If your Pack sends 10 Cub Scouts to camp, you must send 4 adults EVERY DAY. For each additional four (4) Cub Scouts, there must be one (1) additional adult in attendance. These adults do not all have to be a registered BSA leader with your pack but must have the BSA Youth Protection training.

\*\*Two-Deep Leader Policy: National policy states that each Den must be under the direction of two competent adult leaders at all times. One of the adults must be 21 or older, At least one of these leaders must be registered with the BSA and have Youth Protection Training. Bring a copy of YP Certificate to day camp.BSA Registration Required All staff members, Scouts and at least one Den Walker per unit attending, must be a registered member of the Boy Scouts of America. Youth protection training can be taken online thru the Great Trail Council website

**What to Bring to Day Camp**

(For Cubs, Adults and Staff) Please make sure names are on all items brought to camp

• Camp T-Shirt-must be worn everyday (will be given out at Camp)

• Each pack should bring at least 1 to 2 coolers with ice to hold lunches daily

• Lunch in a reusable bag or box — EVERYDAY!

• PLEASE BRING YOUR OWN WATER BOTTLE

• WATER WILL BE PROVIDED at station areas

• Backpack or book bag to CARRY YOUR OWN STUFF each day.

• Sweatshirt or jacket (it may get cool in the shade).

• Rain gear

• Hat (head shade) w/bill or brim

• Sun screen–at least 15 SPF–preferably 20 or higher (skin shade) NO AEROSOL containers

• Bug spray

• Tennis shoes or boots daily and socks– **ABSOLUTELY NO SANDALS OR OPEN TOE SHOES–THIS APPLIES TO EVERYONE (ADULTS & YOUTH) ATTENDING DAY CAMP.** Shoes & shirts are to worn at all times

• Camera–optional–for your memories!!!

• **NO ELECTRONICS** (VIDEO GAMES ,Ipods, etc..)!!!!!!!!!!!!!!!!!

**General Information**

**Check-In** 8:30am wristbands provided Everyone entering camp must check in at registration table, Parents or responsible adult must come to check in. Den Walkers/Staff/Leaders need to arrive by 730-745 am daily. Cub Scouts are to meet their Den leader upon check in.

**Check Out** 3:00pm The program will conclude at approximately 3 pm daily. Parents or responsible adult must check scouts out of camp at registration table. No scout will be permitted to leave without us seeing an adult. **DEN WALKERS MAY NOT LEAVE THEIR DEN UNTIL ALL THEIR SCOUTS HAVE BEEN PICKED UP.** If a Cub Scout or volunteer needs to check out early, they must sign out with the Registrar. Leaders need to inform the Day Camp Director (Mary Hostetler 330-646-4731) if they (adults or boys) plan to be absent.

**Visitors** wristbands needed Parents and friends are always welcome at camp. However, they must check-in with the Registrar upon arrival and then check out before leaving.

**Food** Lunch will be provided on Saturday Only if there is a child with food allergies please let the director or an adult staff member know so we may accommodate them. All campers are to bring their own sack lunches & refillable water bottle. Dens should bring a cooler with ice to protect the camper’s lunches. The coolers will remain at the main area all day. Please, avoid carrying food with the group as this tends to increase littering. For your safety, NO MAYONNAISE-BASED FOODS! Water is provided at program areas.

**Valuables** The Great Trail Council and the various day camp facilities/hosts are NOT responsible for lost or stolen items. PLEASE: DO NOT BRING or SEND VALUABLES TO CAMP! This includes electronic games & equipment.

**Smoking or Alcohol** **The presence of alcohol is not permitted at any activities conducted by the Boy Scouts. Smoking is not permitted when Cub Scouts are present.**

**Youth Protection** The Great Trail Council, BSA, will not tolerate the abuse of campers or their rights. The following are “external barriers” that must be in place to protect our Cub Scouts, our Scout leaders, our Adult & Youth staff, and any visitors to our Camp.

— Two-deep leadership ALWAYS (see the following policy\*\*)

— No one-on-one contact (use the “Buddy System”)

— There are no secret organizations in Scouting.

— Appropriate attire is required to be worn at camp.

— **Hazing is prohibited.**

If you suspect a child in camp is a victim of child abuse, the law requires this be reported to your Camp Director immediately! They will discuss your suspicions with you and take appropriate actions.

**Conservation** Please remember to leave every location you visit in better condition than you found it. We are in a public area and want to leave a good impression as well as exhibit responsible camper conduct. Dens may want to learn and incorporate The Outdoor Code & Leave No Trace into their day’s events. Cooperation is needed to keep the facilities litter free and undamaged.

**Recycling** Containers will be provided to recycle plastic items & aluminum cans.

REDUCE, REUSE, RECYCLE

**PHYSICAL**----FIRST AID Medication(s) Any person coming to Day Camp must have a Medical Form filled out and signed. Cubs, Webelos, and Siblings need their form signed by a parent. Anyone not having this form filled out will not be permitted to participate in the camp programs. **If a child has special needs (example: medical, physical, or behavioral) these must be listed on their Medical Form. We also need to know if anybody has an Epi Pen or Inhaler. All information will be kept in strict confidence. If you have an Epi Pen or Inhaler they must be with you at ALL times, while in Camp. 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 should be turned in with your advance registrations. Medical Forms will be kept on file with the Medical 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 Medical Form. Any accident or injury must be reported to our Medical Officer. This is a National Boy Scouts of America policy. Campers, adults, and staff who will need medication while at day camp, must check all medications in with the Health Officer at the Camp First Aid Station. All medication must be in original container, placed in a ziplock bag with name on it. The Health Officer will dispense all medications as needed while at camp. The exceptions to this are allergenic emergency kits (i.e., inhalers, epi-pens, etc.)

**Dress Code/Uniforms** Appropriate clothing and headgear are essential to personal comfort and safety. Everyone is encouraged to wear the camp T-shirt, shorts, pants, and comfortable shoes or boots. SANDALS & OPEN TOED SHOES ARE NOT PERMITTED (THIS APPLIES TO ALL SCOUTS, STAFF MEMBERS, LEADERS & ADULTS ATTENDING DAY CAMP) Anyone not wearing proper Attire or identification should be escorted to the Registrar immediately.

**Program Areas** Each program area will be staffed by volunteers responsible to the Program Director. The Program staff is in charge of the area they run. Safety rules should be properly followed by ALL camp participants and will be enforced by the Program Area Director. The Den Walker should keep track of the time to keep everyone on schedule.

**Rosters/schedules packets** Rosters will be handed-out each day at registration and must be turned in with names of everyone in attendance [that day]. The rosters are needed in case of an emergency. one [1] adult in charge of den registration.

**Division of Dens** According to the BSA Standards, Dens should be grouped by ages/ranks, to be in line with age-appropriate guidelines. There may be times when older cub scouts will be mixed in with younger cub scouts in a den.

**Den Leader/Walker Responsibilities** The Den Leader/Walker must be an adult 21-years-of-age or older and of well-known good character and ability. The Den Walker shall. . . — Assist and supervise the boys in his/her assigned Den.

— Assist in program areas as needed so the boys make the most of their opportunities.

— Be concerned for, and observant of, all camper safety.

— Be knowledgeable in the Cub and Webelos Scouts programs.

**Den Chief Responsibilities** The Den Chiefs shall be a First Class Scout or higher rank, that is capable of serving as a Den Chief. He/She shall assist the Den Walkers/Den Leaders, or at a program area. They may also carry out duties as assigned by the Camp Director. The Den Chief shall. . .

— Be responsible to the Day Camp Director

— Carry out duties as assigned by the Day Camp Director.

— Assist and supervise the boys in his/her assigned Den.

— Assist in program areas as needed so the boys make the most of their opportunities.

— Be concerned for, and observant of, all camper safety.

**Emergency Procedures**

**ALL EMERGENCIES ARE IMMEDIATELY REPORTED TO THE CAMP DIRECTOR.**

It is important to remember to remain calm and not frighten the Cub Scouts. Den Walkers are responsible for their Cubs and the Program Staff will assist where needed.

Den Walkers should be prepared to play games, sing songs, or practice skits with their Dens to prevent panic. The Camp Director will decide when to assemble the entire camp or initiate other emergency procedures as appropriate.

**Health & Safety** ALL FIRST AID AND EMERGENCY CASES ARE TO BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE CAMP HEALTH OFFICER who will advise the Camp Director as necessary. Do not attempt to administer emergency first aid unless the situation is life-threatening. All injuries should be logged in the Camp First Aid Log (for Staff as well as campers). The Camp Director should be notified of all serious injuries after the Health Officer is summoned.

**Accident or Illness**

1) Contact the Health Officer (remember Health & Safety as listed above).

2) In “Hurry Cases” capable and trained first aiders should apply their skill to control or assist with the immediate recovery process.

3) Please do not move the person. Send a runner to the Health Officer at the First Aid Station. 4) The Camp Director will alert the appropriate hospital and provide transportation as needed via “911” emergency transport.

5) The Camp Director or his/her designate will collect all information relative to the accident or illness and report it to the Council Program Director.

6) Notification of the family or nearest relative will be handled by either he or the Scout Executive.

7) The Scout Executive or Camp Director will notify local authorities as dictated by the situation. 8) Parents and family will be notified before any news release is made.

**The single (and only) communications channel is through the Scout Executive.**

**Rainy Day Procedures** Daily area are scheduled to run rain or shine. If severe weather occurs an alternate program plan will be in the event. Most areas will continue in their assigned location. In the case of lightning, heavy winds, or a downpour, Den Walkers will be advised as to the appropriate action/location in which to seek shelter.

**Severe Weather Emergency**

In Charge: Camp Director Mary Hostetler

Alternate: Program Director Kim Danko or David Michalec

1) The Camp Director (or Program Director) announces a weather warning to Program Area Directors. Instruction will be given to close all areas of the camp and tell campers to either report to the shelter area or take cover according to rainy day procedures.

2) Campers follow instructions related to them from the Camp Director.

3) Staff closes all areas of camp and reports to the First Aid Station for further instructions.

**Fire Emergency**

In Charge: Camp Director Mary Hostetler

Alternate: Program Director Kim Danko or David Michalec

1) Person who discovers fire sounds the alarm by yelling, “Fire!”

2) Den Walker or Staff Member takes charge of the area. This person makes sure all Scouts and Leaders are removed from the area. At no time should a boy be exposed to danger. Campers should not fight the fire.

3) Den Walker sends a Den Chief or runner to notify the Camp Director.

4) Camp Director or alternate will notify the program areas by emergency radio and relays the location of the fire as staff answers the radio.

5) Camp Director or alternate activates the emergency siren.

6) Staff closes all areas of the camp.

7) All other campers report to the Flag area, except when the flag is on fire—then report to the parking lot.

**The Buddy System** In the event of any emergency, the Emergency Assembly Horn will be sounded notifying Den Walkers to implement the buddy-check system.

1) At the beginning of camp, each camper should be assigned a buddy for the week and be instructed to know his buddy’s name.

2) Each camper will be informed about the emergency assembly signal and the place to form in line with his buddy. Campers will be told to stand alone in line if their buddy is absent, and to not take another partner.

3) The Den Walker will devise a quick method of checking the presence or absence of their campers. The Den Walker will send the Den Chief, or an assistant, with the Den attendance report to the Camp Director.

4) The Den Chief or assistant (after reporting to the Camp Director) will return to the Den Walker with instructions.

**“Lost Camper” Procedure** Den Walkers/Program Directors should be aware of where their Scouts are during the course of each day. If a Scout is unaccounted for, the following should be done:

1) **Assemble the Den**. Obtain the pertinent information about the campers (i.e.-name, age, clothing worn that day, last person to see him, where last seen, and any possible conflicts the Scout may have had that day).

2) **Contact the Camp or Program Director at once, even if you suspect it may be a false alarm.**

3) **Backtrack** Send three persons (at least one adult) back to the last place the missing Scout was seen so they can call out for the Scout and check out the surrounding area. Have them report back by messenger as to the situation at their earliest opportunity so the next search steps may be instituted.

4) Muster the camp and have a den roll call. Be certain no one else is missing. Keep the group together.

5) Under no circumstances should Scouts be sent to look for the lost person.

6) The Camp Director will organize search parties and/or call for help as needed.