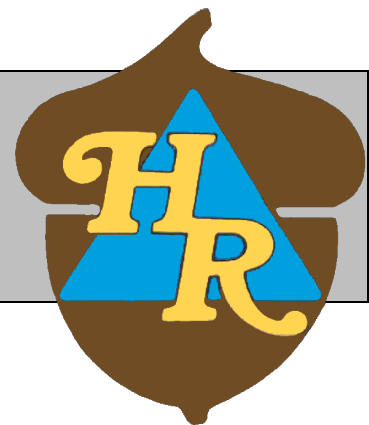




BOY SCOUTS OF AMERICA®  
LAUREL HIGHLANDS COUNCIL



## 2020 Winter Weekend Parent / Leader Guide



Heritage Reservation – Laurel Highlands Council, Boy Scouts of America

[www.LHCScouting.org/WinterWeekends](http://www.LHCScouting.org/WinterWeekends)

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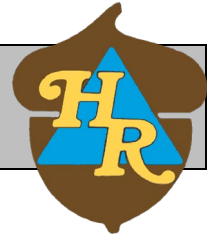
## Welcome



The Winter Weekends program is a tremendous opportunity for you and your Scout to enjoy a fun-filled weekend in the great outdoors. When nature provides the beauty of winter, Heritage Reservation is the perfect place for you and your Scout to enjoy all that Scouting has to offer. This guide is a great companion for Parents/Guardians and Pack/Den leaders to help you prepare for the Winter Weekend and to provide you answers to common questions.



## Prior to Arrival at Camp



### Making Reservations

Prior to arriving and checking-in at Heritage Reservation, you must register for your selected weekend the Laurel Highlands Council – walk-in registrations are not permitted. You can register to attend your selected weekend as a Pack, as a Den, or even as just Parent and Scout – the choice is yours! You can register for the 2020 Winter Weekends online at <https://scoutingevent.com/527-HRWW2020>, starting on 2019 November 01. Registration for a weekend will remain open until all spaces in that weekend are reserved or one (01) week before the start of the weekend – whichever comes first. Any registrations done once a particular weekend is full will be placed on that weekend’s waiting list.

There are multiple Winter Weekends throughout the season to select from, so if your first choice for a weekend is full and you may select a different weekend. The weekends that are available this year are:

**19 Jan. 24 – 26**

**19 Feb. 07 – 09**

**19 Feb. 21 – 23**

**19 Jan. 30 – Feb. 02**

**19 Feb. 14 – 16**

**19 Feb. 28 – Mar. 01**

There will be a \$25 per person deposit due at the time of booking that is non-refundable, non-transferable. This deposit will be applied toward the balance of the participant’s registration fee.

Cancellations and refunds must be requested in writing at least fourteen (14) days before the event. Cancellations and refunds will be issued via check, less a 10% processing fee. Credit towards future events will not be given. Requests after the event or for no-shows will not be considered.

#### ***Please Note:***

*If you have any questions about registration for Winter Weekends or need any assistance with online registration, please contact the Laurel Highlands Council’s Camping Department at +1 (412) 325-7914 at least fourteen (14) days before the start of your selected weekend.*

### Lodging

Participants of the Winter Weekend will be housed in one of our Potomac Homes at Heritage Reservation. Each Potomac Home is a fully functional identical house (which sleep 26 people maximum), complete with a kitchen, living room, dining

room, three (3) private family rooms, two (02) dormitory sleeping quarters, two full bathrooms, and central heating.

### **Upstairs Private Rooms**

- Room 1 will hold four (4) to five (5) people in the same family.
- Room 2 will hold two (2) to three (3) people in the same family.
- Room 3 will hold two (2) people in the same family.

### **Downstairs Open Rooms**

- Room 4 will hold twelve (12) people maximum.
  - Youth (under eighteen (18) years of age) will be on one side of the room, and adults (eighteen (18) years or older) to the other.
- Room 5 will hold four (04) people maximum.

Since Reservations are taken on a first come first served basis, the private family rooms in our Potomac Homes tend to sell out fast. The earlier you register, the better chance you have of receiving a private room. Adult (eighteen (18) years of age or older) men and women will not be placed in the open rooms together, nor will Youth (under eighteen (18) years of age) boys and girls. Families wishing to room together should reserve one of the upstairs private room spaces.

Arrangements for lodging are made in accordance with the BSA's Youth Protection Guidelines, and participants are asked to abide by these guidelines.

When creating housing assignments, the Camping Department of the Laurel Highlands Council and the Winter Weekends Business Manager will strive to keep Packs/Dens and Families together in one house wherever possible. However, the Winter Weekends Business Manager will have the final say in housing arrangements during the weekend.

***The Rangers ask that guests refrain from using the Log Burners, as the use of Log Burners will turn off the furnace (central heating) in the house and make the basements and bedrooms cooler than when the furnace is used.***

If there are any problems with your Potomac Home (e.g. Locked Doors) during your stay, please notify a Commissioner in Pathfinder Lodge. They will either resolve the issue or contact the Rangers to address the issue.

#### ***Please Note:***

*If you, or your Scout, any have questions about housing accommodations for Winter Weekends or require any special arrangements, please contact the Laurel Highlands Council's Camping Department at +1 (412) 325-7914 at least fourteen (14) days before the start of your selected weekend.*

## Meals

At our Winter Weekends, all meals are served *family-style* in the Dining Room within Pathfinder Lodge. In addition to the food provided, all meals include water, coffee, tea, hot chocolate, or your choice of juice. Please ask the kitchen staff at the weekend if you have any questions or concerns about the contents of any meal.

For your benefit, the menu for the Winter Weekends has been included as [Appendix C](#) of this guidebook.

***Please Note:***

*If you, or your Scout questions about meals, dietary restrictions, or food allergies, please contact the Laurel Highlands Council's Camping Department at +1 (412) 325-7914 at least fourteen (14) days before the selected weekend.*

## Health and Medical Records

All participants (both youth and adult) are required to submit a complete and accurately filled-out BSA "Health and Medical Record" form (commonly known as a "Medical form") in paper format upon check-in. Electronic Medical forms, in any format, will not be accepted.

Only parts A and B are required for the weekend (parts A and B do not require a medical Doctor's signature). Health and Medical Record forms for Youth participants (under eighteen (18) years of age) must be signed by their parent/guardian. It is strongly recommended that only a copy of your Medical form be turned in upon check-in, not the original form.

During check-in, the Health and Medical Record form will be reviewed by the Medical Officer – who may ask additional questions at check-in based on the information on the form. Health and Medical Record forms will be retained by the Medical Officer for the duration of the weekend and returned at check-out. **Any Health and Medical Record forms that are not collected before the end of the weekend will be destroyed promptly at 11:00 ET on the Sunday of the weekend.**

For your benefit, a blank Health and Medical Record form has been included as [Appendix D](#) of this guidebook.

***Please Note:***

*If you, or your Scout, have questions about the Health and Medical Records for Winter Weekends please contact the Laurel Highlands Council Camping Department at +1 (412) 325-7914 at least fourteen (14) days before the start of your selected weekend.*

## Youth Protection & Clearances

**Beginning in 2020, all adult participants are required by the Laurel Highlands Council to bring a copy of their unexpired Commonwealth of Pennsylvania's background clearances to the weekend. Additionally, all adults are required to bring a copy of their unexpired BSA Youth Protection 2.0 training certificate.**

It is strongly recommended that only a copy of your clearances and training certificate be turned in upon check-in. It is also recommended that your clearances and training certificate be attached to your Medical form.

Clearances and training certificates will be retained by the Medical Officer – alongside Medical Forms - for the duration of the weekend and returned at check-out. **Any Clearances or Youth Protection certificates that are not collected before the end of the weekend will be destroyed promptly at 11:00 ET on the Sunday of the weekend.**

Failure to provide clearances and training Certificates will result in dismissal from the property. No refunds will be given for those who are asked to leave for non-compliance.

All adults are expected to follow Youth Protection guidelines and the Scouter Code of Conduct. For more information about the BSA's Youth Protection policies, or to take the online training, please visit <https://www.scouting.org/training/youth-protection>. For your benefit, the Scouter Code of Conduct included as [Appendix E](#) of this guidebook.

For more information about Commonwealth of Pennsylvania's background clearances and Youth Protection training requirements within the Laurel Highlands Council, please visit <https://www.lhscouting.org/youth-protection>.

### ***Please Note:***

*If you have any questions about Youth Protection requirements at Winter Weekends please contact the Laurel Highlands Council Camping Department at +1 (412) 325-7914 at least fourteen (14) days before the start of your selected weekend.*

## Packing for the Weekend

All Winter Weekend participants will need to bring anything that they would normally bring to weekend cabin camp. This would include items such as a sleeping bag and Scout Field Uniform, but also items for a colder season such as a winter jacket, a hat, and gloves. For your benefit, there are washers and dryers in the Potomac Homes, but detergent must be provided from home.

Please **DO NOT** bring pets, laser pointers, excessively large or non-folding knives, aerosol products, firewood, alcohol, firearms, and any items prohibited by law or in violation of any Scouting rules, regulations, or policies – as described in the Guide to Safe Scouting.

For your benefit, a suggested list of items to pack has been included as [Appendix A](#) of this guidebook.

## **Weekend Weather & Weather-based Cancellation Policy**

The safety of participants and staff at our Winter Weekends is our top priority. As part of this, the Camping Department of the Laurel Highlands Council and Rangers at Heritage Reservation are constantly monitoring weather and road conditions.

The Camping Department of the Laurel Highlands Council makes the final evaluation of the weather conditions at 12:00 PM (Noon) Eastern Time on the Friday for which a weekend will begin. The decision will be communicated to all attendees that we have contact information (email addresses) for, as well as through the Facebook pages for the Laurel Highlands Council and Heritage Reservation.

If a Winter Weekend is canceled, the Camping Department of the Laurel Highlands Council will work with those registered to reschedule participants into one of the remaining weekends. If rescheduling participants is not possible, then those registered will receive a refund.

## **Directions to Heritage Reservation**

Heritage Reservation is located about one and a half-hour drive from Pittsburgh, PA (approximately 65 miles), or Johnstown, PA (approximately 72 miles), and about one hour drive from Cumberland, MD (approximately 51 miles).

The main address for Heritage Reservation is 300 Heritage Road, Farmington, PA 15437, although on some GPS units the address listed as 2690 Dinner Bell-Five Forks Road, Farmington, PA 15437.

You should turn onto Dinner Bell-Five Forks Road off of National Highway/Route 40. The Roadside Tavern will be on the corner. The main entrance to Heritage Reservation will be on your right after approximately 2.5 miles.

### ***Please Note:***

*Some GPS units will attempt to bring people through a locked gate on the back-side of the property off Braddock Road. If you find yourself on Braddock Road., you are in the wrong place and you will need to return to Route 40 and head further south to reach Dinner Bell-Five Forks Rd.*



## Arriving at Camp



### Arriving at Heritage Reservation

**Please plan to arrive at Heritage Reservation between 07:00 PM and 08:30 PM.  
Please do not plan to arrive earlier than 07:00 PM.**

Upon arriving at the Heritage Reservation from Dinner Bell Road, the large Heritage Reservation sign will be seen. From this point, until leaving the property, please observe the ten (10) mile per hour speed-limit on camp roads. **Upon arrival, do not proceed directly to your assigned Potomac Home. Instead, please follow the Friday Check-In Process.**

### Friday Check-In Process

Upon arriving at Heritage Reservation, the Friday night check-in process is completed in three easy steps:

<b>Step 1</b>	Simply drive around the main circle just past the camp entrance, and stop at the pre-check-in station located outside the Health Lodge – located on the map below as “ <b>A</b> ”. At this location, you will be asked for basic information (e.g. Name and Pack number), and you will be informed of which Potomac Home you will be staying in.
<b>Step 2</b>	After being dismissed from the Health Lodge pre-check-in station, please drive down Heritage Road to your specified Potomac Home – located on the map below as “ <b>B</b> ”. Limited parking is available in parking lots near the Potomac Homes, or alongside the road to the homes on the parking-lot side (please do not park on the left side of the road, or in the parking area near house 9 & 10 – which is reserved for the Rangers. Additional parking is available in our main parking area on Heritage Road.
<b>Step 3</b>	Please walk from your specified Potomac Home to Pathfinder Lodge – located on the map below as “ <b>C</b> ” – and go to the check-in desk (signs will be posted to point you to the proper area). At check-in, you will need to turn in your completed paperwork (“Health and Medical Record” form - for every youth and adult participant – and Youth Protection Training certificate and Clearances – for every adult participant) and obtain a wristband. The wristband identifies you and your Scout(s) as participants for the weekend, allows you access to the dining room for meals – please wear this wristband for the duration of your stay at Heritage Reservation.



After you complete these three steps, you are free to partake in cracker-barrel (Friday night’s snack) and other activities in Pathfinder Lodge. There is a Game Room, Movie Lounge, Board Games, and snacks available to all weekend participants.

**Please Note:**  
*All youth and adult participants **MUST** attend the Welcome meeting at 09:00 PM in the Pathfinder Lodge Dining Room.*

## During the Weekend



### Camp and House Rules

***Please Note:***

*If you require special accommodations to any of these rules, please notify the Weekend's Program Director upon check-in.*

- 1. The speed limit on camp roads at Heritage Reservation is ten (10) miles per hour.** Please observe and obey this speed limit, as excess speed on camp roads present a safety hazard to Scouts, Leaders, Staff, and Rangers on the Heritage Reservation property.
2. Upon arrival to Camp, you are asked to park your vehicle in one of the designated parking areas, and walk to and from activities and facilities for the duration of the weekend – this will allow safer travels for the weekend, as well as allowing our Staff, Rangers, plows, and emergency vehicles access to the roads.
3. Vehicles must be parked within in the parking lots at the Potomac Homes, or alongside the road to the homes on the parking-lot side (please do not park on the left side of the road) or in the parking lot along the main road. **THERE ARE NO EXCEPTIONS** as this lane is needed to plow roads and allow access for emergency vehicles. **Please DO NOT park in the parking area near house 9 & 10** – this parking area is reserved for the Rangers. If you are parked in the wrong area, you will be asked to move your vehicle by staff, and failure to do so may result in the vehicle being towed.
4. **KEEP OFF THE ICE / LAKE / BEACH.** The lake and beach are off-limits unless authorized for a program event (this includes if the lake is “frozen”).
5. The possession or use of alcohol by anyone on the Heritage Reservation property is strictly prohibited. The possession or use of tobacco products or electronic nicotine delivery systems (known as e-cigarettes, e-cigars, e-hoohaks, and e-pipes – also known as “vaping”) by any youth is strictly prohibited. The use of tobacco products or electronic nicotine delivery systems (as explained above) by Adults indoors, in proximity to entrances of buildings, gas tanks or gas boxes, or in any area that is in view of Scouts is strictly prohibited.
  - While the Commonwealth of Pennsylvania has implemented a medical marijuana program, the possession or use of any products within this

program is strictly prohibited on properties of the Laurel Highlands Council – in accordance with BSA National policies.

6. Please keep all windows closed in the Potomac Homes, and close doors after entering or exiting. Doing this will aid in keeping the Potomac Homes warm and comfortable.
7. Please **DO NOT** use the Log Burners (fireplaces) within the Potomac Homes. Use of the Log Burners will turn off the furnace in the house and make the basements and bedrooms cooler than when the furnace is used.
8. Please sleep in quarters assigned to you, as all bunk areas are assigned during registration and accounted for. If there is an issue with sleeping assignments, or alterations are required, please bring this to the attention of the Business Manager.
9. Please report all medical issues to the Medic. Emergency Assistance and First Aid can be found twenty-four hours a day at Pathfinder Lodge in the office. If after 09:00 PM or before 07:00 AM, please follow the signs to locate the bedroom of the Medic – and knock loudly on the door.
10. The Game Room and Movie Lounge is open before and after all meals but closed during meals. It is requested that Board Games are not used during meals in the Dining Room.
11. If you lost an item during the weekend, please ask a Staff member to point you in the direction of the lost and found in Pathfinder Lodge. If you locate a misplaced item, please turn it into a Staff member at Pathfinder Lodge.
12. Prior to departure, please ensure that your Potomac Home is clear of your belongings, and the floor is swept, and trashes is bagged and placed along the road. Also, be sure to pick-up your Health and Medical Record form before you depart – any forms not picked up by Sunday at noon will be destroyed.
13. If you will be leaving early (as defined as prior to Sunday's Breakfast) please notify the Business Manager. Also, be sure to pick-up your Health and Medical Record form before you depart – any forms not picked up by Sunday at noon will be destroyed.
14. If there are any problems with your Potomac Home (e.g. Locked Doors) during your stay, please notify a Commissioner in Pathfinder Lodge. They will either resolve the issue or contact the Rangers to address the issue.

In addition to all rules stated here, all adults are expected to follow the Scouter Code of Conduct. For your benefit, the Scouter Code of Conduct included as [Appendix E](#) of this guidebook.

## First Aid / Emergency Assistance

**Please report all medical issues to the Medic.** All reported medical issues will be documented by the Medic.

Emergency Assistance and First Aid can be found twenty-four hours a day. If you, your Scout, or anyone, needs First Aid or Emergency Assistance:

### Throughout the Day

Please notify any Staff member, as they will be able to assist you or radio they can the Medic for assistance. **/OR/** Report to Pathfinder Lodge, as there are Staff members present who can assist you or they can radio the Medic

### After 09:00 PM or Before 07:00 AM

Report to Pathfinder Lodge, and notify any Staff member, as they will be able to assist you or they can radio the medic for assistance **/OR/** follow the signs in Pathfinder Lodge to locate the bedroom of the Medic – and knock loudly on the door.

### **IMPORTANT NOTE**

***The parent/guardian, or Unit/Den Leader, of a Scout must be present for any care to be rendered and/or to answer any medical questions.***

## Winter Weekend Activities

During check-in, you will be assigned to a group for the Saturday activities. Each group is given an individual time slot at each of the scheduled and staffed Winter Weekend activities. Below is a description of each of the events and activities that are planned to occur throughout the weekend.

### ***Please Note:***

Please note that some activities listed are weather dependent, and may change if there is not appropriate weather.

For your benefit, a copy of the Program Schedule & Camp Map is placed as [Appendix B](#) in this guide.

## Klondike Games

Scouts and Parents will get the chance to use a large Lumber Jack Saw (Camp Provided) to cut through a piece of timber. Scouts will get brand the slice and take it home as a souvenir. After sawing through a log, Scouts will partake in a variety of activities centered around the concepts of Nature and Outdoor Ethics.

## **Broomball**

Broomball is a popular recreational ice game originating in Canada and played around the world. In a game of broomball, there are two teams, each consisting of Scout and Parent players. The object of the game is to score more goals than your opponent. Goals are scored by hitting the ball into your opponent's net using your broom. Tactics and plays are similar to those used in sports such as ice hockey, roller hockey, and floorball. Equipment will be provided.

## **Field Games**

Field Games combines elements of team building and challenges. Scouts will face obstacles and challenges, and through their ability to work together and their creativity will find ways to overcome them as a team; building lifelong skills.

## **Giant Sling Shots**

The Giant Sling Shots is a great activity to have Scouts work as a team to knock down targets with projectiles of snow and rubber balls. All Targets and Slingshots are camp provided.

## **Sledding**

Sledding is typically one of the highest-rated events of the weekend. Scouts and Parents can take turns sledding down one of the steepest hills here at Heritage Reservation. Tubes and / or Sleds are provided. Participants are encouraged to wear a helmet, which are available – in limited quantities – for use by participants (participants are encouraged to bring a helmet from home). **Snow is required for this event.**

## **Snowshoeing**

Snowshoeing is a great activity for Scouts and Parents who like to hike over snow. Snow Shoes (camp-provided) are footwear for walking over snow. Snowshoes work by distributing the weight of the person over a larger area so that the person's foot does not sink completely into the snow. **Snow is required for this event.**

## **Archery**

At the Archery Range, Scouts will get the chance to shoot several arrows at a standard archery target. If time permits Scouts can challenge their parents to see who can hit more bulls' eyes. Bows and Arrows are camp provided and are specifically designed for Scout Use – **no personal equipment is permitted.** Instruction will be given by trained Field Sports Instructors.

## **BB Guns**

At our BB Gun Range, Scouts will get the chance to shoot and show their proficiency with a BB Rifle. If time permits, Scouts can challenge their parents to see who can receive a higher score. Rifles and ammunition are provided by the camp – **no personal equipment is permitted**. Instruction will be given by trained Field Sports instructors.

## **Campfire**

At the campfire, the Scouts and Leaders will get the chance to relax and enjoy a few campfire skits and songs performed by staff and fellow campers. If your group or house would like to perform on stage at the campfire, please sign up by dinner on Saturday. Performing is an optional activity. Please keep all performances scouting appropriate. All items that Scouts, Dens, or Packs wish to perform at the campfire must be approved by the weekend's Program Director.

## **Marshmallow Roast**

Following the Campfire program will be a marshmallow roasting. We will provide all the fixings, you only need to provide a stick. The location of the marshmallow roast (indoors or outdoors) will be announced at Saturday Dinner. Parents must supervise Scouts at all times during the marshmallow roasting.

## **Vespers**

This non-denominational religious service is available to all Scouts and Parents to fulfill do their duty to God. Vespers will be conducted on Sunday morning following Breakfast in Pathfinder Lodge.

## **Pathfinder Lodge**

Pathfinder Lodge is the central hub for Winter Weekends. This is where check-in, meals, campfire, and vespers occur – and is also where First Aid and Emergency Assistance is available at all times. Hot Chocolate is available all day, and this building will serve as a warming station – feel free to come in if you get too cold outside.

## **Dining Room**

Pathfinder Lodge's Dining Room is the main room of the building and is where all meals will occur. Seating is assigned to a table by Pack, so when you enter on Saturday morning look for the placard with your Pack's number. Additionally, tables have a maximum for seating (which corresponds to how much food is served), so please observe the maximum. Packs that are larger than the maximum may have multiple tables. All meals begin with *grace*, as a Scout is reverent, and are served family-style – take a seat, and the Staff will bring food to your tables.

## **Game Room**

Pathfinder Lodge's Game Room has several events for Scouts and parents, ranging from Pool, Bumper Pool, and Ping Pong. Parents must accompany Scouts at all times in the Game Room. The Game Room is open before and after all meals but closed during meals

### **Movie Lounge**

Pathfinder Lodge's Movie Lounge is a great place to relax and watch Scouting/Age-Appropriate movies and cartoons. Parents must supervise Scouts at all times in the Movie Lounge. The Movie Lounge is open before and after all meals but closed during meals.

### **Board Games**

Pathfinder Lodge has several board games that can be signed out for play in Pathfinder or in your Potomac Home. Please see any Staff member for game selection. All games must be checked back in breakfast Sunday morning and should be in the same condition as when checked out. It is requested that Board Games are not used during meals in the Dining Room.

### **Trading Post**

Heritage Reservation's Trading Post (gift shop) has several items for sale to Scouts, Parents, and Leaders. This includes, but is not limited to, Candy, Soft Drinks, Ice Cream, Chips, Camp T-Shirts, Camp Fleece, Camp Hats, Camp Sweatshirts, patches miscellaneous camping needs such as water bottles, knives, matches, rope, and other gear. Cash and Credit Cards are accepted in the Trading Post.



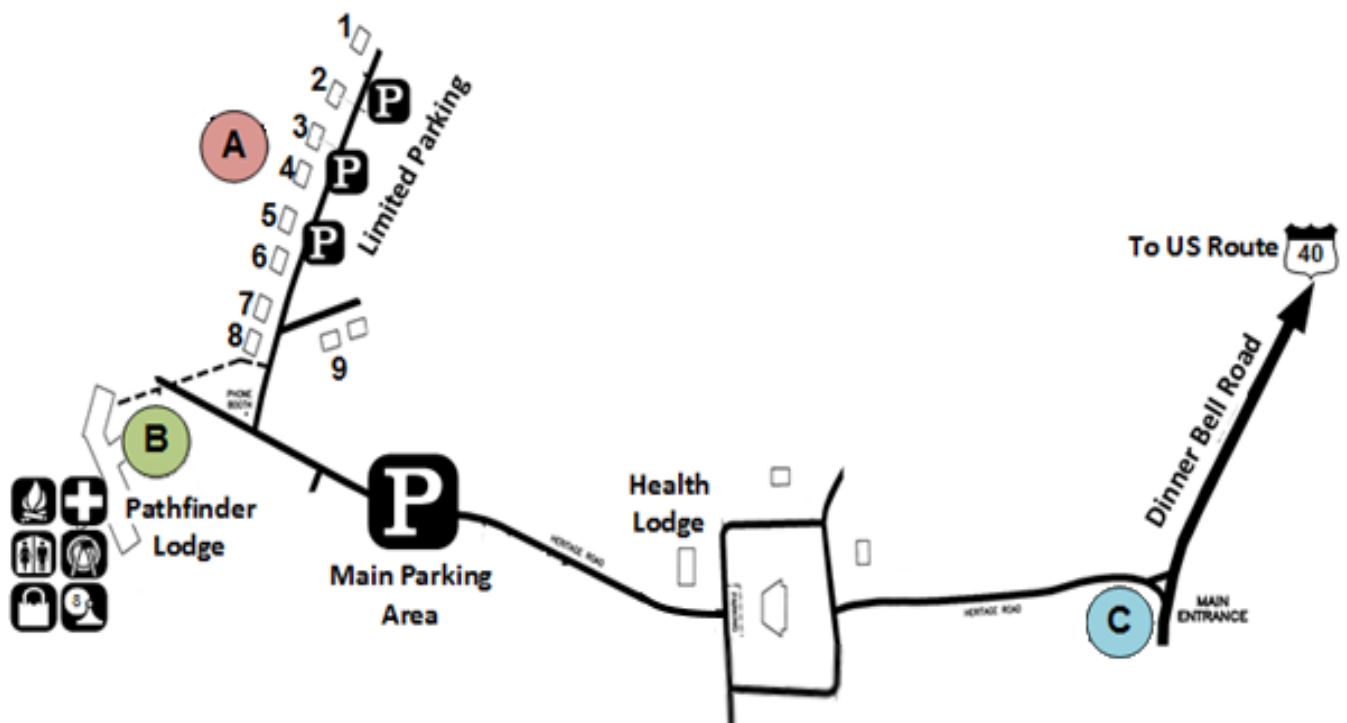
## Prior to Departure from Camp



### Sunday Check-out Process

Before departing from Heritage Reservation, the Sunday morning check-out process is completed in two easy steps:

<b>Step 1</b>	Following Sunday's Breakfast, please ensure that all your belongings are packed and loaded into your vehicles. After which time, please sweep the Potomac Home – located on the map below as “ <b>A</b> ” – that you were staying in. Please bag all trash and place it along the road, where it will be picked up by the Staff.
<b>Step 2</b>	After cleaning your Potomac Home, please send either a Leader or Parent to walk to Pathfinder Lodge – located on the map below as “ <b>B</b> ” – to pick up your paperwork (“Health and Medical Record” form - for every youth and adult participant – and Youth Protection Training certificate and Clearances – for every adult participant)), which counts as checking-out. Additionally, please load your vehicle(s) with any belongings that you may have brought with you for the weekend.



***Please Note:***

*If you will be departing prior to Sunday morning following Breakfast, please notify the Business Manager.*

## **Departing from Heritage Reservation**

When departing from Heritage Reservation, **please remember and observe the ten (10) MPH speed-limit on camp roads.** Following the map from the prior section, drive from where your vehicle is parked, past the Health Lodge (where the Friday night pre-check-in occurred), around the Keystone building, and to the exit of the property – located on the map above (in the prior section) as “**C**”. Please exercise caution when exiting the property and getting on Dinner Bell Road, as vehicle traffic may be traveling at higher rates of speed than on camp roads.

Have a safe trip home, and we hope to see you again next year for another Winter Weekend – or even in the Summer at our Resident Camping program!

## **Emergency Procedures and Emergency Route from Heritage Reservation**

The safety of participants and staff at our Winter Weekends is our top priority. As part of this, the Camping Department of the Laurel Highlands Council and Rangers at Heritage Reservation are constantly monitoring weather and road conditions.

Please keep in mind that weather and road conditions on the mountain at Heritage Reservation can be drastically different than surrounding areas. Rte. 40 between Uniontown, PA and the mountain summit can also be treacherous during inclement weather. If weather conditions should change during the course of a Winter Weekend or it is deemed unsafe for participants to leave, Winter Weekend staff working with the reservation ranger staff will communicate with the group and provide further direction. Safety is our top priority and we ask participants to please follow provided directions which may include staying at Heritage Reservation until roads are deemed safe for travel.

# Appendixes



## Appx. A. Suggested Packing List

Clothing		Personal Items	
	Winter Hat		Sleeping Bag or Blankets and Sheets
	Gloves / Mittens		Pillow
	Scarf / Earmuffs		Canteen / Water Bottle
	Boots		Flash Light
	Winter Jacket		Eye Glasses (if applicable)
	Scout Field Uniform (Shirt, Pants, Belt, Neckerchief)		Contacts, Contact Case, & Contact Solution (if applicable)
	Socks (Consider bringing extra, as Socks tend to get wet in the winter)		Medication(s)
	Underwear		Cell Phone & Charger
	Tennis Shoes (for inside Pathfinder, or your Potomac Home)		Copy of BSA Health and Medical Record form
	Pants		Copy of PA Background Clearances & BSA Youth Protection Training Certificate (if an adult participant)
	T-Shirts		Watch
	Sweatshirts	<b>Optional Items</b>	
	Pajamas / Bed Clothes		Spending Money (for Trading Post)
<b>Toiletries</b>			Travel Coffee Mug
	Towel		Hand / Foot Warmers
	Wash Cloth		Digital Camera
	Soap		Playing Cards
	Shampoo & Conditioner		Sunglasses
	Toothbrush & Toothpaste		Book
	Other Personal Hygiene Items		Alarm Clock
	Shower Shoes / Sandals		Sled

# Appx. B. Program Schedule and Camp Map

2020 Winter Weekend Program Schedule										
Start	End	Event	Location	Notes / Groups						
Friday	7:00 PM	8:30 PM	Check In	Pathfinder Lodge						
	7:30 PM	9:00 PM	Cracker-Barrel	Pathfinder Lodge						
	9:00 PM	9:30 PM	Welcome Meeting	Pathfinder Lodge	Welcome Meeting is mandatory for all participants. Important information about Camp and Saturday activities will be discussed.					
	9:30 PM	10:00 PM	Staff Meeting	Pathfinder Lodge						
	10:00 PM	11:00 PM	Quiet Time	Potomac Homes	Game Room and Movie Lounge will close at 10:00 PM					
	11:00 PM		Lights Out	Potomac Homes						
	8:00 AM	8:30 AM	Breakfast	Pathfinder Lodge	Breakfast to start promptly, please be seated on time. Game Room and Movie Lounge will close during Breakfast, and will re-open after.					
	8:30 AM	9:00 AM	Travel Time		Group 1	Group 2	Group 3	Group 4	Group 5	Group 6
	9:00 AM	9:45 AM	Program	See Map / Group Note	Program 1	Program 2	Program 3	Program 4	Program 5	Program 6
	Saturday	9:45 AM	10:30 AM	Program	See Map / Group Note	Program 1	Program 2	Program 3	Program 4	Program 5
10:30 AM		10:45 PM	Travel Time		Group 1	Group 2	Group 3	Group 4	Group 5	Group 6
10:45 AM		11:30 AM	Program	See Map / Group Note	Program 3	Program 4	Program 5	Program 6	Program 1	Program 2
11:30 AM		12:00 PM	Travel Time							
12:00 PM		12:30 PM	Lunch	Pathfinder Lodge	Lunch to start promptly, please be seated on time. Game Room and Movie Lounge will close during Lunch, and will re-open after.					
12:30 PM		1:30 PM	Travel Time		Group 1	Group 2	Group 3	Group 4	Group 5	Group 6
1:30 PM		2:15 PM	Program	See Map / Group Note	Program 4	Program 3	Program 6	Program 5	Program 2	Program 1
2:15 PM		2:30 PM	Travel Time		Group 1	Group 2	Group 3	Group 4	Group 5	Group 6
2:30 PM		3:15 PM	Program	See Map / Group Note	Program 5	Program 6	Program 1	Program 2	Program 3	Program 4
3:15 PM		4:00 PM	Program	See Map / Group Note	Program 6	Program 5	Program 2	Program 1	Program 4	Program 3
Sunday	4:00 PM	5:00 PM	Travel Time		Please wear your Scout Field Uniform for all evening activities.					
	5:00 PM	6:00 PM	Dinner	Pathfinder Lodge	Dinner to start promptly, please be seated on time. Game Room and Movie Lounge will close during Dinner, and will re-open after.					
	6:00 PM	6:00 PM	Campfire Sign-up Ends	Pathfinder Lodge	All Skits or Songs must be registered in Pathfinder Lodge by 06:00 PM, and approved by the Program Director.					
	6:00 PM	6:30 PM	Free Time	Pathfinder Lodge						
	6:30 PM		Campfire	Pathfinder Lodge	Don't forget to practice your Skit or Song for the Campfire program!					
	6:30 PM		Mashmallow Roast	Pathfinder Lodge	Don't forget to bring a stick for roasting marshmallows after the Campfire program!					
	8:00 PM	10:00 PM	Free Time	Pathfinder Lodge						
	8:30 PM	9:00 PM	Staff Meeting	Pathfinder Lodge						
	10:00 PM	11:00 PM	Quiet Time	Pathfinder Lodge	Game Room and Movie Lounge will close at 10:00 PM					
	11:00 PM		Lights Out	Potomac Homes						

**Important Information:**  
 Emergency assistance is available in Pathfinder Lodge at any time throughout the weekend.  
 Scouts are to use the buddy system at all times, with an adult outside of buildings.  
 No vehicles in camp, please park in the designated parking areas - and away from corners or houses.  
 Pathfinder Lodge will be available at any time throughout the weekend to offer shelter and warmth.

My Group Number is:

Color

Heritage Reservation | 300 Heritage Road | Farmington, PA 15437 | PH: 724.329.8534 | FAX: 724.329.2222

**Winter Weekend 2020 Program Activities**

**ATTENTION! LAKE IS OFF LIMITS UNLESS AUTHORIZED FOR A PROGRAM EVENT**

### Facilities

- Parking
- Warming Station
- First Aid
- Restroom
- Gift Shop
- Game Room
- Dining Room
- Parking

### Events

- Broom Ball
- Giant Slingshots
- Klondike Games
- Field Games
- Sledding
- Snow Shoes
- Archery
- BB Guns

### Trading Post Hours

Friday: 8:30 PM to 10:00 PM

Saturday: 8:15 AM to 10:15 AM  
 11:15 AM to 1:00 PM  
 2:45 PM to 4:00 PM  
 5:15 PM to 8:00 PM  
 9:00 PM to 10:00 PM

Sunday: 8:30 AM to 10:00 AM

Heritage Reservation | 300 Heritage Road | Farmington, Pa 15437 | PH: 724.329.8534 | Fax: 724.329.2222

## Appx. C. Weekend Menu

**Please Note:**

*If you, or your Scout, have dietary restrictions or food allergies, please contact the Laurel Highlands Council's Camping Department at 1 (412) 325-7914 at least fourteen (14) days before the selected weekend.*

*The Menu subject to substations of similar items or changes due to item availability.*

*Please ask the kitchen staff at the weekend if you have any questions or concerns about the contents of any meal during the weekend.*

	Friday	Saturday	Sunday
<b>Breakfast</b>		<ul style="list-style-type: none"> <li>• Pancakes</li> <li>• Turkey Sausage Links</li> <li>• Syrup and Butter</li> <li>• Fruit</li> <li>• Assorted Cereals</li> <li>• Milk</li> </ul>	<ul style="list-style-type: none"> <li>• Breakfast Sandwiches:               <ul style="list-style-type: none"> <li>○ English Muffin</li> <li>○ Cheese</li> <li>○ Ham</li> <li>○ Egg</li> </ul> </li> <li>• Fruit</li> <li>• Assorted Cereals</li> <li>• Milk</li> </ul>
<b>Lunch</b>		<ul style="list-style-type: none"> <li>• Hamburger (cheese on the side)</li> <li>• Soup</li> <li>• Potato Chips</li> <li>• Baby Carrots</li> </ul>	
<b>Dinner</b>	<p><b>(STAFF ONLY)</b></p> <ul style="list-style-type: none"> <li>• Boxed Dinner</li> <li>○ Turkey and Swiss on Multigrain Kaiser</li> <li>○ Macaroni or Potato Salad</li> <li>○ Fruit</li> <li>○ Cookie</li> </ul>	<ul style="list-style-type: none"> <li>• Popcorn Chicken</li> <li>• Mashed Potatoes</li> <li>• Gravy</li> <li>• California Vegetables</li> <li>• Salad, with your choice of:               <ul style="list-style-type: none"> <li>○ Italian Dressing</li> <li>○ Ranch Dressing</li> </ul> </li> <li>• Pie with Topping</li> </ul>	
<b>Cracker Barrel</b>	<ul style="list-style-type: none"> <li>• Nachos with Cheese and Toppings</li> <li>• Chicken Nuggets, with choice of:               <ul style="list-style-type: none"> <li>○ Ranch Dressing,</li> <li>○ BBQ, and Hot Sauce</li> </ul> </li> <li>• Cookies</li> </ul>	<ul style="list-style-type: none"> <li>• S'mores</li> </ul>	

Coffee, Tea, Hot Chocolate, Juice and Assorted Drinks are available at all times throughout the weekend in Pathfinder Lodge's Dining Room.

# Appx. D. Health & Medical Record Form

# A

## Part A: Informed Consent, Release Agreement, and Authorization

Full name: \_\_\_\_\_

DOB: \_\_\_\_\_

High-adventure base participants:

Expedition/crew No.: \_\_\_\_\_

or staff position: \_\_\_\_\_

### Informed Consent, Release Agreement, and Authorization

I understand that participation in Scouting activities involves the risk of personal injury, including death, due to the physical, mental, and emotional challenges in the activities offered. Information about those activities may be obtained from the venue, activity coordinators, or your local council. I also understand that participation in these activities is entirely voluntary and requires participants to follow instructions and abide by all applicable rules and the standards of conduct.

In case of an emergency involving me or my child, I understand that efforts will be made to contact the individual listed as the emergency contact person by the medical provider and/or adult leader. In the event that this person cannot be reached, permission is hereby given to the medical provider selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for me or my child. Medical providers are authorized to disclose protected health information to the adult in charge, camp medical staff, camp management, and/or any physician or health-care provider involved in providing medical care to the participant. Protected Health Information/Confidential Health Information (PHI/CHI) under the Standards for Privacy of Individually Identifiable Health Information, 45 C.F.R. §§100.103, 164.501, etc. seq., as amended from time to time, includes examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

(If applicable) I have carefully considered the risk involved and hereby give my informed consent for my child to participate in all activities offered in the program. I further authorize the sharing of the information on this form with any BSA volunteers or professionals who need to know of medical conditions that may require special consideration in conducting Scouting activities.

With appreciation of the dangers and risks associated with programs and activities, on my own behalf and/or on behalf of my child, I hereby fully and completely release and waive any and all claims for personal injury, death, or loss that may arise against the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with any program or activity.

I also hereby assign and grant to the local council and the Boy Scouts of America, as well as their authorized representatives, the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made of me or my child at all Scouting activities, and I hereby release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all liability from such use and publication. I further authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings without limitation at the discretion of the BSA, and I specifically waive any right to any compensation I may have for any of the foregoing.

**NOTE: Due to the nature of programs and activities, the Boy Scouts of America and local councils cannot continually monitor compliance of program participants or any limitations imposed upon them by parents or medical providers. However, so that leaders can be as familiar as possible with any limitations, list any restrictions imposed on a child participant in connection with programs or activities below.**

List participant restrictions, if any:  None

I understand that, if any information I/we have provided is found to be inaccurate, it may limit and/or eliminate the opportunity for participation in any event or activity. If I am participating at Philmont, Philmont Training Center, Northern Tier, Florida Sea Base, or the Summit Bechtel Reserve, I have also read and understand the supplemental risk advisories, including height and weight requirements and restrictions, and understand that the participant will not be allowed to participate in applicable high-adventure programs if those requirements are not met. The participant has permission to engage in all high-adventure activities described, except as specifically noted by me or the health-care provider. If the participant is under the age of 18, a parent or guardian's signature is required.

Participant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/guardian signature for youth: \_\_\_\_\_ Date: \_\_\_\_\_

(If participant is under the age of 18)

Second parent/guardian signature for youth: \_\_\_\_\_ Date: \_\_\_\_\_

(If required; for example, California)

### Complete this section for youth participants only:

#### Adults Authorized to Take to and From Events:

You must designate at least one adult. Please include a telephone number.

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

#### Adults NOT Authorized to Take Youth To and From Events:

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_



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# Appx D. Health & Medical Record Form

# B

## Part B: General Information/Health History

**Full name:** \_\_\_\_\_ **High-adventure base participants:**  
**DOB:** \_\_\_\_\_ Expedition/crew No.: \_\_\_\_\_  
 or staff position: \_\_\_\_\_

Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Height (inches): \_\_\_\_\_ Weight (lbs.): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP code: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Unit leader: \_\_\_\_\_ Mobile phone: \_\_\_\_\_  
 Council Name/No.: \_\_\_\_\_ Unit No.: \_\_\_\_\_  
 Health/Accident Insurance Company: \_\_\_\_\_ Policy No.: \_\_\_\_\_

**Please attach a photocopy of both sides of the insurance card. If you do not have medical insurance, enter "none" above.**

**In case of emergency, notify the person below:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Address: \_\_\_\_\_ Home phone: \_\_\_\_\_ Other phone: \_\_\_\_\_  
 Alternate contact name: \_\_\_\_\_ Alternate's phone: \_\_\_\_\_

### Health History

Do you currently have or have you ever been treated for any of the following?

Yes	No	Condition	Explain
<input type="checkbox"/>	<input type="checkbox"/>	Diabetes	<b>Last HbA1c percentage and date:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Hypertension (high blood pressure)	
<input type="checkbox"/>	<input type="checkbox"/>	Adult or congenital heart disease/heart attack/chest pain (angina)/heart murmur/coronary artery disease. Any heart surgery or procedure. Explain all "yes" answers.	
<input type="checkbox"/>	<input type="checkbox"/>	Family history of heart disease or any sudden heart-related death of a family member before age 50.	
<input type="checkbox"/>	<input type="checkbox"/>	Stroke/TIA	
<input type="checkbox"/>	<input type="checkbox"/>	Asthma	<b>Last attack date:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Lung/respiratory disease	
<input type="checkbox"/>	<input type="checkbox"/>	COPD	
<input type="checkbox"/>	<input type="checkbox"/>	Ear/eyes/nose/sinus problems	
<input type="checkbox"/>	<input type="checkbox"/>	Muscular/skeletal condition/muscle or bone issues	
<input type="checkbox"/>	<input type="checkbox"/>	Head injury/concussion	
<input type="checkbox"/>	<input type="checkbox"/>	Altitude sickness	
<input type="checkbox"/>	<input type="checkbox"/>	Psychiatric/psychological or emotional difficulties	
<input type="checkbox"/>	<input type="checkbox"/>	Behavioral/neurological disorders	
<input type="checkbox"/>	<input type="checkbox"/>	Blood disorders/sickle cell disease	
<input type="checkbox"/>	<input type="checkbox"/>	Fainting spells and dizziness	
<input type="checkbox"/>	<input type="checkbox"/>	Kidney disease	
<input type="checkbox"/>	<input type="checkbox"/>	Seizures	<b>Last seizure date:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Abdominal/stomach/digestive problems	
<input type="checkbox"/>	<input type="checkbox"/>	Thyroid disease	
<input type="checkbox"/>	<input type="checkbox"/>	Excessive fatigue	
<input type="checkbox"/>	<input type="checkbox"/>	Obstructive sleep apnea/sleep disorders	<b>CPAP: Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	List all surgeries and hospitalizations	<b>Last surgery date:</b>
<input type="checkbox"/>	<input type="checkbox"/>	List any other medical conditions not covered above	

(Form Page 2 of 3)

# Appx D. Health & Medical Record Form

# B

## Part B: General Information/Health History

Full name: \_\_\_\_\_  
 DOB: \_\_\_\_\_

High-adventure base participants:  
 Expedition/crew No.: \_\_\_\_\_  
 or staff position: \_\_\_\_\_

### Allergies/Medications

Are you allergic to or do you have any adverse reaction to any of the following?

Yes	No	Allergies or Reactions	Explain	Yes	No	Allergies or Reactions	Explain
<input type="checkbox"/>	<input type="checkbox"/>	Medication		<input type="checkbox"/>	<input type="checkbox"/>	Plants	
<input type="checkbox"/>	<input type="checkbox"/>	Food		<input type="checkbox"/>	<input type="checkbox"/>	Insect bites/stings	

List all medications currently used, including any over-the-counter medications.

CHECK HERE IF NO MEDICATIONS ARE ROUTINELY TAKEN.  IF ADDITIONAL SPACE IS NEEDED, PLEASE INDICATE ON A SEPARATE SHEET AND ATTACH.

Medication	Dose	Frequency	Reason

YES  NO Non-prescription medication administration is authorized with these exceptions: \_\_\_\_\_

Administration of the above medications is approved for youth by: \_\_\_\_\_

Parent/guardian signature

MD/DO, NP, or PA signature (if your state requires signature)

**!** Bring enough medications in sufficient quantities and in the original containers. Make sure that they are NOT expired, including inhalers and EpiPens. You SHOULD NOT STOP taking any maintenance medication unless instructed to do so by your doctor. **!**

### Immunization

The following immunizations are recommended by the BSA. Tetanus immunization is required and must have been received within the last 10 years. If you had the disease, check the disease column and list the date. If immunized, check yes and provide the year received.

Yes	No	Had Disease	Immunization	Date(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tetanus	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pertussis	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diphtheria	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Measles/mumps/rubella	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Polio	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chicken Pox	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis B	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Meningitis	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Influenza	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (i.e., Hib)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exemption to immunizations (form required)	

Please list any additional information about your medical history:

**DO NOT WRITE IN THIS BOX**

Review for camp or special activity.

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

Further approval required:  Yes  No

Reason: \_\_\_\_\_

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



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## Appx E. Scouter Code of Conduct

# BOY SCOUTS OF AMERICA SCOUTER CODE OF CONDUCT

On my honor, I promise to do my best to comply with this Boy Scouts of America Scouter Code of Conduct while serving in my capacity as an adult leader:

1. I have completed or will complete my registration with the Boy Scouts of America, answering all questions truthfully and honestly.
2. I will do my best to live up to the Scout Oath and Scout Law, obey all laws, and hold others in Scouting accountable to those standards. I will exercise sound judgment and demonstrate good leadership and use the Scouting program for its intended purpose consistent with the mission of the Boy Scouts of America.
3. I will make the protection of youth a personal priority. I will complete and remain current with Youth Protection training requirements. I will be familiar with and follow:
  - a. BSA Youth Protection policies and guidelines, including mandatory reporting: [www.scouting.org/training/youth-protection/](http://www.scouting.org/training/youth-protection/)
  - b. *The Guide to Safe Scouting*: [www.scouting.org/health-and-safety/gss](http://www.scouting.org/health-and-safety/gss)
  - c. The Sweet Sixteen of BSA Safety: [www.scouting.org/health-and-safety/gss/sweet16](http://www.scouting.org/health-and-safety/gss/sweet16)
4. When transporting Scouts, I will obey all laws, comply with Youth Protection guidelines, and follow safe driving practices.
5. I will respect and abide by the Rules and Regulations of the Boy Scouts of America, BSA policies, and BSA-provided training, including but not limited to those relating to:
  - a. Unauthorized fundraising activities
  - b. Advocacy on social and political issues, including prohibited use of the BSA uniform and brand
  - c. Bullying, hazing, harassment, and unlawful discrimination of any kind
6. I will not discuss or engage in any form of sexual conduct while engaged in Scouting activities. I will refer Scouts with questions regarding these topics to talk to their parents or spiritual advisor.
7. I confirm that I have fully disclosed and will disclose in the future any of the following:
  - a. Any criminal suspicion, charges, or convictions of a crime or offense involving abuse, violence, sexual misconduct, or any misconduct involving minors or juveniles
  - b. Any investigation or court order involving domestic violence, child abuse, or similar matter
  - c. Any criminal charges or convictions for offenses involving controlled substances, driving while intoxicated, firearms, or dangerous weapons
8. I will not possess, distribute, transport, consume, or use any of the following items prohibited by law or in violation of any Scouting rules, regulations, and policies:
  - a. Alcoholic beverages or controlled substances, including marijuana
  - b. Concealed or unconcealed firearms, fireworks, or explosives
  - c. Pornography or materials containing words or images inconsistent with Scouting values
9. If I am taking prescription medications with the potential of impairing my functioning or judgment, I will not engage in activities that would put Scouts at risk, including driving or operating equipment.
10. I will take steps to prevent or report any violation of this code of conduct by others in connection with Scouting activities.



**Winter Weekends Parent & Leader Guidebook**  
**Laurel Highlands Council – Boy Scouts of America**  
(2020 Edition, Version 01)