

Cub Scout Day Camp Leaders' Guide

2010



Don't Miss our Leaders' Meeting
On Saturday April 10th at
Custaloga Town Scout Reservation

January, 2010

Dear Pack Coordinator,

Welcome to the French Creek Council Day Camps for 2010. This year's theme promises to provide your Tigers, Wolves, Bears and Webelos with a very exciting and fun-filled program.

You have made a commitment, as their leader, to prepare your pack for camp. This booklet is designed to help you prepare the committee, the parents, and the Scouts for this adventure. A leader orientation for Day Camp will be held at the Dining Hall at Custaloga Town Scout Reservation on April 10, 2010. **All adults attending camp with the pack are encouraged to attend this orientation.** Copy the enclosed pages or download this guide from the French Creek Council Website (www.frenchcreek-bsa.org) and bring it with you to the orientation. The orientation meeting will help prepare adults and give them the opportunity to ask questions concerning camp.

Please find a description for volunteer positions in this guide. Recruiting the right parent or leader to perform these jobs will ensure that your pack has a better camp experience. We look forward to meeting you personally at the orientation meeting on April 10th at Custaloga Town.

Sincerely yours in Scouting,

The French Creek Council Day Camp Committee
Mike Cidor, Council Staff Advisor/ Day Camp Director
Kenda Hoovler, Chief Kiondashawa District Day Camp
Angie (Ellis) Nichol; Washington Trail District Day Camp
Dee Scott, Oliver Perry District Day Camp
Kiley Myers; Colonel Drake District Day Camp

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French Creek Council Day Camps Planning

In Order to help you prepare for your Pack's week at Day Camp, the following calendar has been compiled.

Please feel free to copy any information from this Leader's Guide for your parents and boys.

January & February

- Contact your District Camping Chair for Camping Promotion
- **Request a Day Camp promotion at your Pack's Blue and Gold Banquet**
- Plan necessary fund raisers to support your Day Camp experience
- **CAMPERSHIP INFO DISTRIBUTED TO PACK**

March & April

- Conduct fundraisers
- Give out Parent Information
- Line up transportation and adult help
- **Attend French Creek Council Camp Leader's Meeting**
- **CAMPERSHIP FORMS ARE DUE APRIL 15th**

May & June

- **May 15 — all Registration Forms and Fees are DUE for Early Fee.**
- **June 1 is the last day to Register for Day Camp - (FULL Fee applies)**

June-July

- Go to Day Camp and have FUN!

After Camp

- Thank all your leaders and parents who helped. Request thank-you letters for employers.

French Creek Council Day Camp Mission

Day Camp Committee's MISSION STATEMENT:

To nurture the spirit of teamwork and belonging, through the ability to experience new things in a safe outdoor environment encompassing the element of FUN.

Introduction

French Creek Council operates Day Camps throughout Northwest Pennsylvania. A Pack may choose to attend any or all of these camps. Remember, attendance at Day Camp counts as an activity toward earning the National Summertime Pack Award. Outdoor activities are also a requirement to earn the National Quality Unit Award, which may be partially met by attending Day Camp. Most importantly camp provides an opportunity to put the **Outing in Scouting** and contributes to our job of keeping the promise to the families who join Cub Packs. This guide has been designed to help you as you prepare for camp. If you have specific questions, please contact any of the Program Directors or the Day Camp Director at the phone numbers listed on page 7.

Become Familiar with this Guide:

Please review the contents of this guide and become familiar with the policies and procedures. The creation of this document is with the intent of informing you, the volunteer, with enough information to have a **quality** and **safe** Day Camping experience for you and your Scouts.

Camp Dates

Camp dates for 2010 are as follows:

SESSION SITE LOCATION & CITY DATES

Oliver Perry

Erie County VoTech

8500 Oliver Road

Erie, PA 16509

June 22 – 25, 2010

Registration Starts: 8:00 am

Program Starts: 9:00 am

Program Ends: 3:30 pm

Colonel Drake

Victory Heights Community League

1033 Victory Church Rd

Franklin, PA 16323

July 13 – 16, 2010

Registration Starts: 8:45 am

Program Starts: 9:00 am

Program Ends: 3:30 pm

Chief Kiondashawa

Transfer Harvest Home Fairgrounds

117 Edgewood Dr. Ext.

Transfer, PA 16154

July 6-9, 2010

Registration Starts: 8:00 am

Program Starts: 9:00 am

Program Ends: 3:30 pm

Washington Trail

Pioneer Showgrounds

16601 Highway 198

Saegertown, PA 16433-3317

July 27 – 30, 2010

Registration Starts: 8:00 am

Program Starts: 9:00 am

Program Ends: 3:30 pm

Camp Fees & Registration

The fee for Cub Scout Day Camp is \$106.00 **If the fee is paid by May 15, 2010, the cost will be \$96.00.** Scouts whose parents are selected to serve on Day Camp Staff, and volunteer for the whole session may attend Day Camp for free. However, these **free positions are limited** and given at the discretion of each Camp Program Director and Council Staff Advisor. Furthermore, each parent of a free camper **MUST** attend Day Camp Staff Training on April 24th and attend setup day (the Monday before camp) in order to receive the free attendance voucher.

The Pack's registration form is included in this guide.

Cub Scout Camper fee is \$96.00 **if paid before May 15th** and \$106.00 **after May 15th**. **HEALTH FORM REQUIRED**

Adults are free. **HEALTH FORM REQUIRED.**

Siblings are **STRONGLY DISCOURAGED** and will not be allowed to participate in the program but however, may attend. **HEALTH FORM IS REQUIRED.**

Boy's ranks are as of June 1st and **SHOULD MATCH REGISTRATION FORM.** Remember that all boys are moved to the next rank June 1st.

Camperships

The Order of the Arrow, Langundowi Lodge of the French Creek Council has money available for Camperships. Applications are available from the French Creek Council Website (www.frenchcreek-bsa.org). For more details call the French Creek Council at 800-851-2392. Applications are due by April 15th. A volunteer committee reviews, approves and notifies the recipients by mail. It is the Scout parent's responsibility to submit this information to the boy's unit leader.

Cancellations, Dropouts, Transfers

1. All refund requests must be made by submitting an Official Refund Request Form 30 days prior to your scheduled arrival at camp. No refunds will be granted without 30 days notice except under the following extenuating circumstances;
 - Illness of Scout prevents his attendance at summer camp. (A signed Doctors Excuse is required)
 - Illness or death in the campers' immediate family prevents his attendance at camp.
 - Family relocation makes attending camp impractical.
 - Mandatory attendance at summer school that is verifiable.
2. In the event of an extenuating circumstance, only the official form is acceptable for refund requests. Scout's parents **MUST** submit it to the French Creek Council, at the McGarvey Service Center Prior to September 1, 2010.
3. No refund requests can or will be accepted at camp.
4. Requests for refunds must have the Unit Leader's approval (signature).
5. All requests will be subject to a \$30.00 cancellation fee.
6. **All refunds will be made back to the unit account.**
7. Refund requests will not be processed until after September 30th, and could take up to 90 days to process.

In place of a refund, units should know that camp fees, including deposits, are transferable to another Scout in the unit.

Official forms are available at the McGarvey Service Center, or on the website www.frenchcreek-bsa.org

Day Camp Points of Contact and Policies

Serving on Staff

Anyone interested in serving on Day Camp Staff should contact the Program Director of the Day Camp that they plan to attend. Remember, if an adult serves on staff all 4 days of camp, attends the training session prior to camp and the setup day, their Cub Scout may attend for free, based on space availability.

Day Camp Location	Program Director	Director Phone Number	Email
Erie County Technical School	Dee Scott	814-864-3538	cmdeescott@verizon.net
Transfer Harvest Home Fairgrounds	Kenda Hoovler	724-475-2106	khoovler@windstream.net
Victory Heights Community League	Kiley Myers	814-676-4646	kileysue77@yahoo.com
Pioneer Showgrounds	Angie (Ellis) Nichol	814-398-8539	angelstorm3450@yahoo.com

Staff—Easily recognized and Properly Trained

The Area Program Directors organize a staff based on the number of pre-registered Scouts. The Program Staff along with the Advisor are all members of the Council Day Camp Committee. This committee meets monthly to plan and prepare for the upcoming Day Camp Operation. The Camp Staff will wear a special name tag and Staff Day Camp Shirt which is a different color that easily identifies them. The staff attends an extensive Council training session. Although we call them staff members, these are volunteers, not paid employees. If you encounter a situation with any of the staff members, please bring concerns to the Program Director before that day of camp ends. Our goal is to be Pro-Active in dealing with issues of any kind.



Day Camp Theme:

Every year, the Day Camp Committee meets and selects a universal theme that all camps use to help fulfill the Day Camp Mission Statement. In Year 2010, the theme is “Celebrate a Century” based on our 100th year of Scouting.

Day Camp Program Highlights

Highlights— Each group will be given a schedule to follow and will travel to each program area throughout the day. The activities listed below will be at most area camp locations. If you have a specific question or require special assistance with a certain activity or area, please call the area Program Director and discuss your situation.

Special Needs— If you have a Scout with Special Needs please inform the Program Director two weeks prior to camp and offer suggestions to assist the Scout in completing as much of the program task as he can.

Parent Permission for Camp Related Activities— Units should hold their own Camp Orientation meeting for their parents. Share contents of this guide and discuss the contents of the “Camping Opportunities Guide” that each Scouting family received in the mail. If there is an activity that the parent does not permit the Scout to participate in, the Unit Camp Coordinator should make a record of it and let the area Program Director know at the first day of camp. A Scout may choose not to participate on his own during that program period. He still will be required to stay with the group until the group’s station time is finished. A Scout will NEVER be forced to do an event or activity.

Most Day Camps will include the following activities:

Archery	Trading Post
BB Guns	Nature
Crafts	Scout Skills
Games	

Advancement

The major intent of the Day Camp Program is FUN! Boys will also learn while enjoying themselves! The camp staff does not keep track of advancement at camp. Also, be advised that all achievements that may be included in the day camp program are not automatically completed, but are rather objectives of the program.

Ask your adult leaders to keep track of which boys complete advancements. Your Pack has the option of accepting these objectives as completed advancements.

Transportation

Transportation to and from the Day Camp site is the responsibility of the parents and the Pack. Car pools are encouraged and are part of the fun. Everyone riding in a vehicle **must** have a seat belt. Beds of trucks, trailers, and campers are **NOT** permitted to transport passengers. If you are in doubt of what transportation methods are permitted, please check your Guide to Safe Scouting, or call your District Executive. **Driving in camp is 10 MPH. Park only in Designated Places.**

Day Camp Welcome and General Information

National and Local Policies

- ◆ Packs are required to have 2-deep leadership (at least one registered leader and either a parent (21 or over) or another registered leader per group per day) in attendance at Camp.
- ◆ All vehicles will be kept in the assigned parking area.
- ◆ In compliance with Pennsylvania State Health and Safety Codes, no dogs (other than service animals) or other pets are permitted in camp during the Day Camp session.
- ◆ Any Scout that is absent or a no-show must be verified by a Pack Leader or member of the Day Camp Registration Staff, at the discretion of the Camp Director.
- ◆ Any Scout or adult leader leaving camp at anytime other than the day's end needs to check out at the Day Camp Registration Area prior to departure. Boys will be released in accordance with French Creek Council Day Camp policy which is contained in this Leader's Guide.
- ◆ Per the National Policy on Transportation of Scouts, these are the necessary guidelines:
 1. All drivers must possess a valid license.
 2. All drivers must be 21 years old or older.
 3. The vehicle must have a valid inspection sticker and currently registered.
 4. A relief driver is a good precaution.
 5. Minimum Liability Insurance of \$50,000-\$100,000.
 6. Truck beds may not carry passengers.
 7. PA law requires seat belts to be worn. One boy per seat belt is required.
 8. Traffic regulations must be adhered to.
 9. If bus transportation is utilized, proper licensed and certified drivers and insurance verification must be given to the pack leadership.
- ◆ Smoking is prohibited in all buildings and program areas of Day Camp locations
- ◆ French Creek Council Day Camp and its locations are guided by the **Scout Oath**, **Scout Law** and the **Outdoor Code**.



“Information to Share”

Day Camp

The Information to Share Section

We have created this section as a way to help you provide answers to those important questions parents might have. Feel free to copy the pages with the heading “Information to Share” for your parents. It makes a great place to start.

What to Bring to Camp

Cubs Should Bring:

- ✿ Medication in the original container (see pg 12 for details)
- ✿ Comfortable Shoes (No open-toed Shoes)
- ✿ Sack Lunch and Drink (non-perishables)
- ✿ Rain Gear
- ✿ Insect Repellent AND SUNSCREEN (No aerosols)
- ✿ Camp T-shirt

Uniforms and Other Clothes at Day Camp

It is often easy to forget the simple items and we feel that a few lists might help. The Official Camp Uniform (required by BSA for every registered camper) consists of: shorts or blue jeans, sneakers or other sturdy shoes. Optional hat and a sweatshirt or jacket is appropriate attire for Day Camp. Your Scout will receive his T-Shirt the first day of Day Camp. The Campers **MUST** wear this shirt at **ALL TIMES DURING CAMP**.

Be prepared for rain every day. Items may be stored with lunches until needed. A light backpack for carrying items is recommended. Don't forget \$\$ for the Trading Post.

Lunch and Beverages at Day Camp

Lunch is scheduled around noon each day and will last approximately 30 minutes and then be followed by some type of “quiet-time” activity which usually lasts approximately 30 minutes. Station rotations will resume following the quiet activity. Everyone (boys, adults and other siblings attending camp) need to provide their own lunch and beverage at Day Camp. Please do not send glass containers. Do not use foods that are prone to spoilage. Please do not plan on cooking, due to time constraints. There are no refrigerators at camp. Your Pack may want to bring a cooler to store lunches. Parents, please ask your leader about the cooler, this is under unit planning. Please be sure to mark all lunch containers/coolers accordingly. There will be beverages (including bottled water) for sale at the Trading Post. IOU's are not taken, nor unit tabs at the Trading Post. All campers are required to remain in camp for lunch. There is **NOT** enough time to check-out for lunch at a restaurant. Even if you know the area, this is **NOT** an option. Also, deliveries are not allowed due to time constraints.

Lost and Found

Lost items will be brought to the Trading Post. Items will be shown each day before dismissal and will be returned upon recognition.

Visitors to Camp

For liability and safety reasons, all visitors must sign in at the camp registration area. In cases of Joint Custody issues—parents must work this out between themselves ahead of time. No youth will be released without a completed Youth Release Form, a note from the parent and proper Photo ID. Random wandering by visitors is not permitted.

Cell Phones

Scouts should not bring cell phones to camp.

Cub Scout Leave No Trace

All campers are expected to clean up after themselves but why not take it one step further? Why not check out the requirements for the Cub Scout Leave No Trace Award? You can find information at this link: <http://www.usscouts.org/usscouts/advance/cubscout/leavenotrace.html> or the Council Office.

Open Flame— All sources of flame (lighters and such) are prohibited by non-adults.

Camper Discipline

Parents need to be reminded that when at Day Camp, these “sons” are Cub Scouts first; therefore there will be NO screaming, yelling, grabbing, tugging or hitting of any Scout by any adult including a parent. Any camper that does not listen to Staff leadership will receive a verbal warning and if another incident occurs, the camper will be asked to leave the camp. Although we want every Cub Scout to have a quality experience, discipline is not something that the volunteer staff is trained in, nor has the time to devote to. If the discipline is related to a “Special Needs” issue, then the parent or guardian needs to make alternate arrangements. (walk with Scout, TSS, etc).

Day Camp No’-No’s

The safety of the Cub Scouts and Webelos Scouts is ALWAYS the top priority. In order to keep all Scouts safe, here are some Do Not’s that you need review with your Scouts and parents PRIOR to Day Camp.

No firearms, pocket knives, or any weapons.

No glass containers or aerosol cans.

No tobacco products, including chew.

No pocket lasers.

No Pets—with the exception of service animals-

Scouts or adults are NOT permitted to remove any animal or wildlife from the camp.

No matches or lighters

No Stick and Stone Throwing

NO Alcoholic Beverages and Illegal Drugs— Offenders will be immediately removed from camp upon discovery. NO EXCEPTIONS.

No Gameboys, electronics or Bad Attitudes!! This list applies to adults as well as Scouts.

Buddy System and Walking in and around Camp—Scouts are placed into groups with adults and travel together from program location to program location throughout the day. Anytime Scouts travel in camp they must use the “Buddy System.”

Health Forms

Anyone participating in Day Camp **MUST have a current medical form turned in upon each camp's registration day.** The individual medical form is included in this booklet. A medical examination by a physician is not required unless some condition exists or is discovered that merits such an examination. Examinations are done at the individual's expense.

The Camp Health Officer only provides **FIRST AID not Medical Treatment**

Medications & Prescriptions at Day Camp

- ◆ All Medications must be in their original containers with their original labels.
- ◆ All medications need to be put in a Zip Lock type Baggie with the Scouts name and pack number. Every person attending Day Camp who requires prescription medications while at camp must **leave** those medications with the First Aid Staff each day. During check-in each day the First Aid Staff collects and confirms the times when dosages are needed in accordance with the prescriptions. Arrangements will be made to bring the Scout to the First Aid area.
- ◆ Medications needed for life threatening conditions, including bee-sting or heart medication, inhalers, or for a limited amount of medication approved for use in a first aid kit may be carried by the camper as long as the Pack Leader and the First Aid Staff are aware of the conditions that require its use. **(Note: These “carry-along” medications STILL NEED TO BE RECORDED ON THE Medication Form, with the included dosage.**

If medical personnel are on hand as volunteers or adults, and would like to make their services available, we ask that you let the Day Camp Director know.

Emergency Messages and Procedures

If someone needs to reach a camper or staff member during Day Camp hours, you may call the French Creek Council Office at 800-851-2392 and convey the message including (staff or camper, pack number, and a call back number). The Council staff will reach and convey this information to the Day Camp Program Director and/or Day Camp Director.

Emergency Procedures: 3 horn blasts—STOP, ASSEMBLE AND GO

TO THE DESIGNATED SHELTER AREA, IMMEDIATELY (Staff will help you get to this area)

In the event of any emergency that warrants the stopping of camp activities, all campers and adults will assemble by group and proceed to the designated shelter area.

Day Camp Health, Safety and Emergency

Inclement Weather

The weather is one part of camp that we can not control. We always request sunshine but sometimes it comes in liquid form (rain). Each camp will have its own set of procedures in the event of severe weather. However, camp will continue in a light rain so please have all boys bring rain gear. If you are unsure if the weather warrants cancellation, please call the Council Office at 814-868-5571 /1-800-851-2392.

Day Camp Store and Memories

Camp Photo

Group pictures will be taken during camp and plan to be distributed the last day of each camp. If you would like pictures, fill out the form included in this guide. All money should be given at camp upon check-in.

Trading Post (Camp Store)

There will be a Trading Post available at all camps for Scouts and adults to purchase candy, chips, snacks etc. Extra t-shirts and Scouting items may be available. The Trading Post will honor “Scout Bucks” at camp, with the same guidelines as the Council Scout Shop. (Change is not given for Scout Bucks.)

CAMP T-SHIRTS:

T-Shirts Pre-Order Form

Every Scout who has pre-registered by June 1st will receive a camper shirt. Shirt sizes will not be guaranteed after this date. Any parent, adult or sibling who wants a Day Camp Shirt should PRE-ORDER and pay for them using the enclosed Pre-Order Form in this guide. There may be a small number of adult and sibling shirts available at each Day Camp but shirts need to be preordered to ensure proper sizing. Note, the pre-order shirt will be the same design and color as the Scout camper shirt. This form is also for parents who wish to order EXTRA shirts for their Scouts.

Security and Safety

Scouts are required to wear the Camp T-shirt to easily identify them as participants in our program. The shirt is included in the cost of every pre-paid camper. The Scout Camper also needs to wear his name tag. These procedures will help to ensure a safe and secure environment for our Scouts and adults. The Buddy System will also be strictly enforced. All Day Camp locations go through a rigorous accreditation process consisting of over 60 mandatory standards of operation. These mandatory standards deal with health and safety facility, program operations and camp staff training. Every Camp location is visited by a trained visitation team that reviews these standards for compliance.

Pre-Camp Planning

The key to getting off to a great start is to follow these simple unit steps:

1. Plan Blue & Gold—ask for a camp promotion, have your parents watch for the camp mailer sent to them from Council.
2. Have a unit committee meeting and select a Unit Camp Coordinator
3. Have parents complete the registration form and the T-shirt pre-order form and turn it into the Unit Camp Coordinator.
4. Have the Unit Camp Coordinator attend the Camp Leader’s Meeting, April 10th.
5. Plan a parents meeting to discuss camp and make concrete decisions.
6. Ask parents to make commitment to become involved as Group Leaders Walkers, or Camp Coordinator.
7. Make unit copies and mail or drop off forms to Council office by May 15th
8. Contact Program Director and ask questions.
9. Have Parents complete Health History Form and take it with them to the Day Camp.

Adult Expectations

French Creek Council Day Camps provide a fun and action packed program. However, it is the Pack's responsibility to send an adequate number of adults to supervise the boys as they participate. **A minimum of 2 adults is required to meet youth protection standards for Day Camp.** We suggest as a minimum, at least 1 adult for every 8 boys, a minimum of 2 adults from each pack. If you have difficulty providing adult supervision for your pack, please contact the Program Director of the camp location that you plan on attending. Keep in mind that if your Pack is sending a large number of boys, your Pack could be divided into two groups. Adult leaders will be required for each group.

Unit Day Camp Coordinators Job Description

We strongly recommend that your Pack select one adult as your Unit Day Camp Coordinator.

1. Collect each Cub's registration form and make sure that it is **filled out correctly and completely.**
2. Promote a Summer Cub Scout Camping Experience for every boy.
3. Keep list of sign-ups of Scouts and Adults.
4. Coordinate fund raisers to reduce camp costs. (If your pack needs this)
5. Arrange transportation and adult leadership for the pack's time at camp.
6. Attend the Pre-camp Leader's Meeting.
7. **Collect individual registrations and turn them into the French Creek Council offices with a deposit made out to the French Creek Council by due dates.**
8. Make sure that a copy of the after camp advancement record is given to a parent/guardian for each boy within the unit following camp.
9. Make sure that all boys who attended a Summer Camping Experience are recognized at the first Pack meeting of the year.

The Group Leader—their responsibilities....

The Group Leader will be the lead adult for their group while in Day Camp.

Daily expectations that will help the day camp staff are as follows:

- Arrive at camp early and get the pack folder at registration, wait for campers, take attendance and immediately report any missing campers or walkers to the Program Director.
- Assign walkers for small groups of campers; remember 2-deep leadership & Buddy Plan.
- Ensure that any Scout that has medication, takes the medication to First Aid as required.
- Help walkers keep the campers at the program station; remind campers to be polite, courteous and kind to staff in the program areas; also control their group for noise, rough play, throwing rocks, sticks etc.
- Observe "Leave No Trace" by picking up trash and refuse, whether it's **yours or not.**
- Ensure that campers use designated toilet facilities between program stations. There is approximately a 10 minute break between stations to visit restroom and trading post.
- Assist the staff at each station by helping all the Scouts accomplish the activity. (Note: encourage the walkers to also assist at stations).
- Be especially watchful at the BB and Archery Range.
- Conduct Group Time help (if offered) to make the den flag, practice cheers, yells, and skits/songs.
- Ensure that Campers drink water at every station.
- Ensure that each Scout that has medication goes to First Aid and signs out his medication before leaving for the day.
- Check off each scout and adult as they depart.—Campers are **ONLY** to be released from the Registration Station.
- Return the pack folder to the Registration area and give it to a staff member.

These are general items. The Program Director will give you more specific instructions at camp.

The Pack Walker—their responsibilities....

The Pack Walker's main responsibility is to assist the Group Leader with the den and help out with the Scout's needs. The Group Leader will handle discipline issues. In cases where the Scout that needs discipline is your own; the pack discipline policy still should be upheld.

The Pack Walker should:

Daily:

1. Have FUN and encourage the Cub Scouts to have fun also!
2. Have Cub Scouts at the assembly area on time for opening and closing ceremonies each day.
3. Help Day Camp run on a smooth schedule by arriving and leaving the program areas ON TIME!
4. Stay with your group.
5. Help supervise your group at all program areas.
6. Join in the program whenever possible. In some program areas the staff will appreciate your active involvement in teaching and guiding the boys. Please respect their authority in their area, even if you have expertise in the area too. Talk to them privately if you think you have something to add to their program. Be sure to volunteer for staff next year - we need you!
7. Take a head count at every program area. If a person is lost, notify the Camp Program Director IMMEDIATELY. DO NOT CONDUCT A SEARCH ON YOUR OWN. A search plan exists to help you.

Change in Den Walker Information

Any change in adult information should be made before the next day of camp. Remember that every adult leader needs a completed health form on file.

Day Camp Group Travel, Arrival and Departure

Check In and Check Out

Plan on arriving at your Day Camp check-in location early enough to ensure that all Scouts and adults arrive in time to check-in at registration. At check-in Groups will be formed and all health forms will be verified. Medications will be checked into First Aid and that all registrations are paid in full. Opening ceremonies begin promptly. For exact check-in/departure times, contact the area Program Director. Check In - Packs should gather together in one area. When the Pack is together, one leader should register the whole Pack while the boys wait with their other leaders.

According to National Standards, verification of absentees or "no shows" will be conducted by the camp leaders at check in/registration time. **Registrations WILL NOT BE ACCEPTED AT THE AREA Camp. All participants MUST be PRE-REGISTERED.** If you plan on spring recruitment, please take this into consideration, this policy will be enforced. The Program Directors need time to prepare your unit's Day Camp.

Early Dismissal from Camp/Check out

If you have to leave camp prior to dismissal you **must** sign out at the Registration area.

All requests for early dismissal will be placed on an Early Release Form. Any other written form of communication will NOT be honored. Children will only be released to the designee on the Early Release Form. If you are picking up Scouts, please carry a form of photo ID that you may be asked to present before a staff member releases the minor. Approval for early release will only be given by the Program Director.

Notes

PACK Day Camp Registration Report

Pack No. _____ of _____ District, will attend the checked Day Camp:

- June 22 – 25, Erie County VoTech (Oliver Perry),
- July 6 – 9, Transfer Harvest Home Fairgrounds (Chief Kiondashawa),
- July 13 – 16, Victory Height Community League (Colonel Drake),
- July 27 – 30, Pioneer Showgrounds (Washington Trail)

Pack Contact Person: _____ Phone Number: _____

Contact Person Email: _____ Cell Number: _____

The Following Cub Scouts will be attending Day Camp:

SCOUT'S NAME	PHONE	RANK T, W, B, Web	T- SHIRT SIZE	Fee Paid Y/N	Health Form	ATTENDANCE			
						Tues	Wed	Thurs	Fri
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									
16.									
17.									
18.									
19.									
20.									

PACK Day Camp Adult OR LEADER/Sibling Report

Pack No. _____ of _____ District, will attend the checked Day Camp:

- June 22 – 25, Erie County VoTech (Oliver Perry),
- July 6 – 9, Transfer Harvest Home Fairgrounds (Chief Kiondashawa),
- July 13 – 16, Victory Height Community League (Colonel Drake),
- July 27 – 30, Pioneer Showgrounds (Washington Trail)

Pack Contact Person: _____ Phone Number: _____

Contact Person Email: _____ Cell Number: _____

The Following Adults will be Walkers with their Pack at Day Camp:

ADULT'S / SIBLINGS NAME <small>List adult first then siblings</small>	PHONE	Adult	Sibling	T-Shirt size from form	Health Form	ATTENDANCE			
						Tues	Wed	Thurs	Fri
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									

Please Mark "A" if Adult or "S" if Sibling.

We strongly encourage any Walkers to purchase a Camp T-shirt so we can know who the Pack Walkers are. The Prices for these shirts are \$8.00 youth sizes- Adult Small – Extra Large. \$10.00 2Xland 3XL. Total the Sizes for the Pack and submit a single Pack Check for these shirts

Sizes: Youth (10-12). Adult Small, Adult Medium, Adult Large, Adult XL, Adult XXL

HEALTH HISTORY

Scout Name _____ Pack _____

Family Physician _____ Office Phone _____

He/she has or is subject to (circle one) Asthma, Fainting Spells, Diabetes, convulsions, Bee Sting Allergy, Swimming/
Sports Restrictions, Hear Trouble, Other _____
Explain _____

Has difficulty with (circle one) Eyes, Ears. Explain _____

List Allergies _____

Does any medication need to be administered at camp? (Circle one) YES NO

List any medication and instructions on reverse side.

Day Camp medical staff must administer ALL medication. (Inhalers, Epi Pens and Bee Sting Kits may be carried but still need to be checked in and recorded by the Health Officer.

Are all immunizations up to date? YES NO

DATE OF LAST TETANUS / DPT (YEAR) _____

MEDICAL AUTHORIZATION

This health history is correct as far as I know, and the person named herein has permission to engage in all prescribed activities except as noted by the physician and me. In the event that I cannot be reached in an emergency, I hereby give my permission to the physician selected by French Creek Council to hospitalize, secure proper anesthesia, or order injections or surgery for my son.

Insurance Carrier _____ **Policy No.** _____

Signature of Parent or Guardian

Date _____

Disability Statement

Our goal is to provide a complete camping experience for all our campers. To aid us in accomplishing this goal, we ask all our applicants if they have any disabilities or impairments. We use this information to establish appropriate staffing levels and to ensure that potential accommodations are available. Accordingly, please note any disabilities or impairments. We will do our best to accommodate these circumstances.

2010 Medication Instructions

Scout Name: _____ Pack _____

1. All medication including prescriptions and over-the-counter (OTC) medicines must be kept in the original containers for identification at camp.
2. Place all medicine in a zip-lock type bag and label with the Scout's full name, pack number, and city.
3. All medicine (excluding inhalers, bee sting kits, heart medication) must be turned into the Camp Health Officer during camp check-in for safe keeping. An adult from your pack must pick up all Meds at the close of each day's camp.
4. The Health Lodge is always staffed so Scouts will be able to get their medicine in accordance with the instructions.
5. Please list **ALL** medications and related information below.

Medicine:	Dose	Frequency
Special Instructions		
Medicine	Dose	Frequency
Special Instructions		
Medicine	Dose	Frequency
Special Instructions		
Medicine	Dose	Frequency
Special Instructions		

No medicine is needed—although no medicine is needed, this form must still be signed by the parent/guardian.

Signature Parent/Guardian _____ **Date** _____

List any other health concerns _____

2010 CUB DAY CAMP REGISTRATION FORM (FOR EVERYONE ATTENDING CAMP)

Please use one form for everyone attending camp, including adults and siblings.

Check this box if the CUB SCOUT registering is the son of a staff member*. Circle the *Free Camper* on this form and attach your voucher.

Check camp session/sessions attending.

Session	Location	Contact	Full Fee \$106 \$96.00 (Discount Price)
___ June 22-25	VoTech	Dee Scott 814-864-3538	Pay by 5/15/10
___ July 6-9	Harvest Home Fairgrounds	Kenda Hoovler 724-475-2106	5/15/10
___ July 13-16	Victory Heights	Kiley Myers 814-676-4646	5/15/10
___ July 27-30	Pioneer Showgrounds	Angie Nichol 814-398-8539	5/15/10

Name _____ Grade as of 9/2010 _____ Pack no. _____

Address _____ City _____ State _____ Zip _____

Email Address _____ Daytime Phone (____) _____

(Circle one) **Camper / Adult / Sibling / Free Camper** (*Voucher attached*)

Rank as of June 1, 2010 (Circle one) **Tiger Wolf Bear Webelos 1 Webelos 2**

CUB CAMPER ONLY. SHIRT SIZE: Youth 10-12 _____ Adult Small _____ Other _____

Additional shirts may be ordered. A limited supply of shirts will be available at the camp trading post. Camper shirt is included with his cost of camp if paid by deadline of 5/15/10.

PARENTS: I am willing to walk with our group on the following day(s).

_____ Tuesday _____ Wednesday _____ Thursday _____ Friday

IN CASE OF EMERGENCY, NOTIFY:

Name _____

Address _____ City _____ State _____ Zip _____

Phone _____ Cell Phone _____

Consent of Photos

I hereby consent that French Creek Council, Boy Scouts of America, its assigns or successors, may use the photographs for which he posed in whatever way they may desire, including television. Furthermore, I hereby consent that such photographs and the plates from which they are made shall be their property, and they shall have the right to sell, duplicate, reproduce in the form of advertising or otherwise publish and make other uses of such photographs and plates as they may desire—free and clear of any claim whatsoever on my part.

Signature (Parent or Guardian, if under 18) or Adult Participant

Relationship

Date

* Staff member is one who has completed camp training and has filled out a Staff Agreement form.

2010 DAY CAMP

T-Shirt pre-order form and Photo form

There will be a very **limited quantity** of shirts available for purchase in the Trading Post this summer. Please use this form for additional orders. Note: The Scout Camper shirt will **NOT** be included in this order.

The cost for additional shirts is just \$8.00 each. (Please add \$2 more for XX & XXX sizes). **MAKE SURE YOU ORDER THE CORRECT SIZE. WE CAN NOT EXCHANGE SIZES AFTER YOU ORDER**

To place your order, fill out this form and return it to your Cubmaster. All Orders from PACKS are DUE to the French Creek Council Office by **May 15th 2010**. Packs need to order as a group. **Your pack will place the combined order for the entire group.** If you are not affiliated with a Pack, check that box below and mail this sheet with payment to the McGarvey Scout Service Center, 1815 Robison Rd. West, Erie, PA, 16509.

ORDER FORM FOR ADDITION SHIRTS (Do not include Cub Scout camper's shirt)
PLEASE NOTE QUANTITIES OF EACH SIZE BELOW T-SHIRT \$8.00 each. 2X and 3X \$10.00 each

QUANTITY	TOTAL PRICE	The sizes listed below are \$2.00 additional	
_____ Youth M T-shirt	\$ _____	_____ Adult XX T-shirt	\$ _____
_____ Adult S T-shirt	\$ _____	_____ Adult XXX T-shirt	\$ _____
_____ Adult M T-shirt	\$ _____		
_____ Adult L T-shirt	\$ _____		
_____ Adult XL T-shirt	\$ _____	Total # T-shirts	Total \$ _____

(Packs should make a UNIT CHECK payable to "French Creek Council" and submit one check for the total order").

Pack # _____