

PREPARING FOR SUMMER CAMP

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Piedmont-Appalachian College of Commissioner Science

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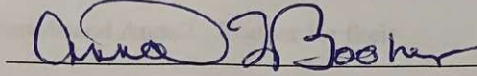
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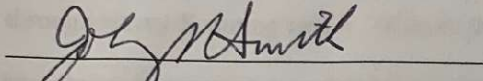
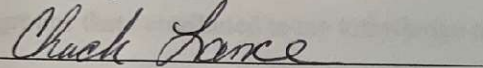
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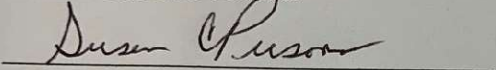
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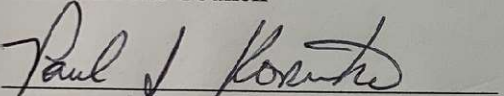


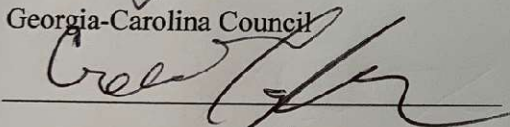
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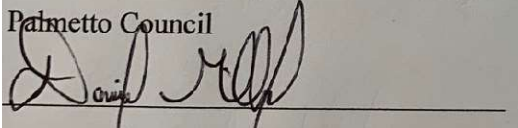
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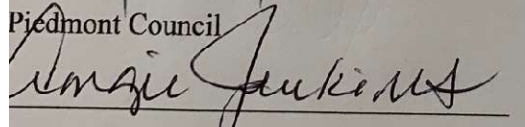

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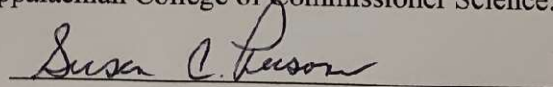
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ABSTRACT

The purpose of this paper is to help all troops prepare for a summer camp experience that accommodates Scouts representing the diversity of all who wish to attend and to participate. In the development of this guide, I drew from my experience as a camp counselor and from many years of experience at the troop and council levels. Appendix A -- Contributing Groups -- names the groups that contributed to my understanding of the complexities of summer camp preparation. As a counselor at Camp Robert Woodruff for two years, I saw how troops that were adequately prepared had the best camp experiences. Many discussions with troop committees helped me understand the thinking of parents, Scouts, and Scoutmasters who either their shared experiences at various camps or who were learning, often for the first time, what to expect at camp. In this guide, I have also used examples of information from several camps in the South Carolina, North Carolina, and Georgia area to show what camps include in their promotional information.

CHAPTER I
INTRODUCTION

The selection of a summer camp is a daunting task. We need a training guide in place for Scouts and Scouters on how to prepare for summer camp. Based on my experience, I will walk you through some options from personal reflections, scout reflections, and available resources. Through the trials and tribulations of personal and shared experiences with several troops, I see that mistakes in planning are not only time consuming and annoying but can also cause unnecessary discord within the troop and with the summer camp the troop plans to attend.

Online sources were invaluable in the construction of this guide, but personal experiences and contacts were the primary sources. Discussions with troop and district committees, two summers as a counselor at Woodruff Scout Reservation (1996, 1997), personal attainment of the rank of Eagle, and attendance at summer camps during my thirty-two years in Scouting allowed me to collect feedback from other Scouts and Scouters and to determine the best and most organized approach to Summer Camp planning. The resulting document gives a roadmap of helpful hints that could be used as a training program for first-year Scoutmasters as well as by experienced Scoutmasters looking for an organized, sequential approach to planning for summer camp.

CHAPTER II

DECIDING WHICH SUMMER CAMP TO ATTEND

We know that summer camp is the most important campout of the year. The best time to start looking for a summer camp is in late summer when the troop just gets back from a summer camp and the experience is fresh on their minds. One will readily remember the dislikes and likes about that summer camp. After reviewing camps the troop attended in previous years and other camps they have heard about from other contacts in scouting, make a list of pros and cons of each summer camp you are considering for next year. All members of the troop – Scouts, Scoutmasters, and parents – should participate in the discussion.

Also fresh on the Scout's mind will be what they liked and disliked. Scouts will see things differently, so make a list of questions you can ask them. The Scouts are a great way to find out what is happening.

Summer Camp Expos are a great way to network. Some councils do Summer Camp Expos that have anywhere from five to fifteen Scout camps who send representatives to come in and to set up booths. You can walk from booth to booth and learn about each of the Scout camps. The one-on-one time with the representatives gives you a chance to see what they have to offer, to ask questions, and to pick up handouts about the camps.

Talking to other Scoutmasters at roundtable about summer camps is a great way to discover more information. By talking to other Scoutmasters over the years, I've found out where they like to go and where their Scouts like to go. These talks led to my making lifelong friends in Scouting.

You can also talk to Order of the Arrow Brothers about summer camp on OA outings. They have great ideas for summer camps and know which camps are best. At times, the OA members have served on staff at these camps.

Talking to Scouters at district events works as well. If you did not get to talk to Scouters at some of the other places, then you may have an opportunity to talk to them at these events. At roundtable you may even learn from professional Scouters what summer camps they like and why they like them.

Once you have talked to these adults, then go to your Scouts. Review your findings on the summer camps with them. Have an open town hall meeting with them about the summer camp pros and cons. See what they want to do at summer camp and compare each location. Considering travel time is also essential. Scouts need to think about the time it takes to travel from the meeting point to the camp that they want to attend. Next, let every Scout vote on where they would like to go.

Once that is done, then take the decision to the troop committee. Review your findings on the summer camps. Also review the open town hall meeting that you held with the Scouts and what was discussed. Review the Scout vote and why they picked one camp over the other camps. This is when you will go over the travel time for the camp that the Scouts picked and the cost of the summer camp. Then let the troop committee talk about summer camp in an open, town hall meeting format. At the end of this town hall meeting, have the troop committee review and vote on the choice for summer camp.

CHAPTER III

REACHING OUT TO THE SUMMER CAMP

The-troop should start reaching out to summer camps in early fall. This is the best time to reach them. By starting early, you will have time to plan around vacations, holidays and fall sports. In the fall, the Scouting calendar also has popcorn sales, district camporees, OA fellowships, and courts of honor.

Start at the council's website for the camp that was picked. This website gives you a great place to begin learning what the camp has to offer your Scouts and the adults who plan to attend. You may find things like adult leader training classes and CPR certification classes for all ages. Call the council office for information about the summer camp. Most council offices have more handouts and literature about the camp. The council will probably have more information about the camp than what is on their website. They will be able to give names, phone numbers and e-mails of contacts at the camp. Investigate the cost of special programs.

The Camp Director or individual over the summer camp that oversees everything is who you want to contact. This person hires all staff and manages all day-to-day business involving summer camp operations and can answer many of your questions about the camp.

Every summer camp has a Program Director. Speak to them about the camp. The Program Director plans the entire program at camp, including all merit badges, all campfires and all flags. This person plans every minute of the day at summer camp and knows the details of the program.

Lastly, see if you can take a day trip or camp out at the camp property. There may be a fee for the overnight experience. Be sure to contact the council about available times for such a visit. Most camps want you to visit so that you can see and feel what the camp property is like. Councils enjoy showing off their camps and what their camps have to offer. Every camp will always have that one special thing to offer that makes it stand out from the rest of the camps.

CHAPTER IV

WHAT WEEK TO GO TO SUMMER CAMP

Start in early fall to look at the summer camp weeks at the camp you picked. Most summer camps only have four weeks. The first week of a four-week summer camp is when camp staff is still working out problems in the program and dining hall food. Weeks two and three are better times to go to summer camp because the staff is starting to get into the groove of day-to-day life at camp. The last week of summer is when the staff sometimes gets tired of the camp life.

Early fall is when you start to talk to the parents, ASM, and committee members. This gives them time to plan when they can get away from work or if they may be able to work remotely from summer camp. Also, check to see if WIFI will be available to work remotely. You will need no less than three adults at summer camp. Make sure all of their training is up-to-date (Youth Protection Training, Weather Hazards, and Leader position specific training) and that it is good through the dates of summer camp.

Next, call back the contact that you made at the council office for summer camp. Contact the District Executive over summer camp or the camp Program Director. At this point, see about putting down a deposit. This deposit may be \$100, although deposits will vary from camp to camp. Making the deposit locks in your week and locks in your campsite.

CHAPTER V

HOW TO PAY FOR SUMMER CAMP

Fundraising can help offset the Scouts' cost of going to summer camp or even pay the summer camp in full. This is also a good way for Scouts to earn their way to camp. The fundraising teaches Scouts how to sell and how to use basic math skills. Fundraising ties in the merit badges like Personal Management or Entrepreneurship.

Popcorn sales start in August and go until about October for most councils. Popcorn sales are a great way to help pay for summer camp. The percentage of sales kept by the manufacturer, the scout, and the council may vary from council to council. In my troop, if the Scout sells \$90.00 worth of popcorn, the troop gets \$30.00 of the popcorn sales, the manufacturer gets \$30.00, and the council gets \$30.00. Some councils schedule a storefront setup for a show and sale, and some councils limit the number of fundraising activities that may be done by a unit. Fundraising applications must be submitted in some councils prior to sales. Also check with your council to see if Scout BSA uniforms must be worn during sales.

Car washes can be done year-round depending on what the weather is like. The only expense is supplies for the car wash, so they produce about 70% to 80% profit. To make the car wash work, you'll need a great location and posters that advertise the car wash. Sometimes stores will let you use their water and their parking lot.

Christmas tree sales start in November and go to December. If you decide to sell trees, plan to order half or full truck loads, do a lot of presales, spread the word around the community

that your Scout troop is selling Christmas trees, and make sure you have a good location for selling. The profit is about 20% to 30%.

Camp cards are another great way to help pay for summer camp. These cards start in January and go to March for most councils. In my council, if the Scout sells \$100.00 worth of camp cards, the troop gets \$50.00 and the council gets \$50.00. This will vary from council to council -- some do a 50:30:20 split. Some councils schedule times and dates for storefront setup for a show and sale.

Most summer camps give discounts for early payment. Sometimes you can start to pay as early as February or even sooner (Appendix B). You can call or email the council office to see if your troop can start the payments earlier, and most of the time, they will let you do so if you have a good idea of the number of youth and adults going to summer camp.

Charging the full amount to parents is the easiest way to get payment for summer camp. Troop payment plans should have defined due dates and should include clear explanations of what to expect if there is a need to cancel. Some parents may be able to pay early, but some like to wait until the last minute to make the payment. Full payment gives you options on what to do. If you collect extra money, it may help pay for some fun things at summer camp such as a troop shoot down at the rifle range or at the shot gun range. Some troops like to do ice cream after dinner, back in the camp site. Other troops save that money for running into town to get snacks because trading post prices can be high. You can let the parents know how the buffer on the amount for summer camp is used.

CHAPTER VI

HEALTH FORMS

Start health forms on January first of the same year that you are going to summer camp. Since you'll need new forms every year for Scout outings, this will make sure you get started off on the right foot for all outings. Remember that all activities of more than 72 hours require forms A, B, and C. If you go on Order of the Arrow fellowships, district campouts and council campouts, you'll have all the troop health forms already up to date. Put all health forms in a folder for the troop so that when you do go to one of these outings, you can simply turn the folder over to the health officer.

Accurate health forms are very important. Make sure all parts are filled out correctly. When originals are returned to you, check to see that both front and back are complete. Make a second copy for a backup. This will help you out in the long run. If the forms get wet or lost, you'll have the backup copies.

A copy of the front and back of the health insurance card needs to be obtained for every Scout and Scouter. Camp Barstow's Leader Guide in gives an example (Appendix C.) Once you have the copies of the insurance cards, staple them with the health forms in a nice, neat packet for the health officer. You'll find that this will help the health officers as they go through the health forms.

You'll need to look though the health forms to see if there are any food allergies or dietary restrictions (Appendix D). In addition to checking this on the health forms, ask the parents just in case the information is missing. If you do this, you'll find out who are your

vegetarians. You'll also find out if there are dietary restrictions for religious reasons. It is a good practice to make copies of all forms.

Every council and every summer camp have different COVID forms. To be on the safe side, have both your home council's filled out and the summer camp's filled out. Some camps accept your home council's forms, but if the camp only wants their own form, you are good. I would have them both completed and let the health officer decide which they would like to have. Place the COVID forms in their own folder. Have them alphabetized for the youth as well as alphabetized for the adults. You'll find this easier on both you and the health officer.

Make sure that all the forms are filled out correctly and filled out in full. Also check that you have copies of all the forms because forms do get lost and misplaced. Alphabetize all the youth forms in one stack and alphabetize all the adult forms in another. Staple or paper clip the forms, and do not put them in a plastic cover because the health officer will make you take them out of the plastic covers, slowing down the line of people waiting to have their forms checked.

CHAPTER VII

CLASSES AT SUMMER CAMP

Starting and finishing the plan for summer camp classes in February is very important. Registration starts early. If you stay on top of it, you'll do well. Most camps do on-line registration to streamline the process. Remember you are going up against all the other troops, and they are doing the same thing that you are doing -- so to have the best selections, don't wait.

This is the time to review every Scout's file of merit badges and other achievements they have earned over their Scouting career. The troop Advancement chairperson could help the scout or to provide the needed documents. Start with a complete record of what they have earned. If you have a larger troop, this task can be very daunting, but having the document will help you in the long run. Then meet with a parent or guardian and their Scout to go over the list of what they have already earned and to find out what classes the Scout wants to take. Most of this information is now located in Scoutbook, and lists may be generated from that program.

Put first-year campers in the first-year program. That is when they get to work on Scout rank requirements up to first class. Then put them in first aid, swimming and one fun merit badge of their choice. A helpful hint -- If they take swimming, let the Scout and their parents or guardians know that they will need long pants and a long-sleeved shirt for the class because they'll be making the pants and shirt into a life vest. If you have a first year Scout that doesn't want to take swimming, let the Scout pick any alternate merit badge class.

The list you made earlier comes into play for the second-, third- and fourth-year campers. The Scoutmaster should meet with Scouts and their parents or guardians about which merit

badges they need to take as well as some fun choices. In choosing merit badges, they should choose those for rank advancement as well as ones that are for personal enjoyment. Make a list of their top five. Then roll out the summer camp map and have the Scout plan how much or how little hiking they want between their classes from point A to point B. Ask if they really want to do the waterfront in the morning or in the afternoon because they may want to take other classes in the morning during the cooler part of the day. Sometimes it is best to take the waterfront classes in the hot afternoon. The most important thing is to let them make their own choices.

Fun really starts for the Scout with the rank if Star, Life or higher (Appendix E). Most summer camps have an older Scout program that may include ATV, camping off site, horseback riding, white water rafting or even living life in the 1700's – 1800's. When I meet with the Scout and their parents, I let them know this may be their last year at summer camp, especially if the Scout is almost 18 years old. These programs cost more than the regular classes because of the high adventure aspect. At this point it's about the adventure of Scouting.

CHAPTER VIII

ORDER OF THE ARROW AT SUMMER CAMP

Start planning OA activities for summer camp in February and finish by May. First, find out who your Chapter Chief is. The easiest way to do that is to call the Lodge Adviser who will give the contact information for the Lodge Adviser who advises the Chapter Chief.

Once you contact the Lodge Adviser and the Chapter Chief, they'll want to set up a date and time to do troop elections for the OA. The election team is made up of the youth that are Order of the Arrow members. The election team goes around from troop to troop to hold these elections. The elections will take the whole meeting. First, they talk about the Order of the Arrow and what it means to be a part of the Order of the Arrow. Then the OA election team will hand out the ballots and explain the voting process. Next, the election team will go into a room or an area with the troop's Scoutmaster where the election team counts the ballots. Once that is done, the election team and their adviser will give the Scoutmaster a choice to let the Scouts know immediately or to wait until tap out to give the results of the election.

Tap out can happen in one of two places, either at a spring camporee or at summer camp. The easiest time is at your home council's spring camporee. If you decide to have the tap out at summer camp, you'll need to contact the Chapter Chief and the Chapter Adviser so that they can let the Lodge Chief and the Lodge Adviser know what's going on. The Lodge Chief will then email the summer camp Council Lodge Chief the names of the Scouts that are to tap out at summer camp. Sometimes the election team will give you a pink copy of who is elected and send

the white copy to the lodge -- but that doesn't always happen. Either way, let the election team know what summer camp you are attending and which week at summer camp.

CHAPTER IX

SWIM TEST

When it comes to the swim test, the Scoutmaster should plan and finish in March. In the spring, most Scouts want to get out of the winter doldrums, and most want to do something fun. We do our swim test at the YMCA as a meeting. It is a good idea to have the swim test for any water activity at camp or for any other troop water activity.

The swim test options only work if the summer camp you are going to will accept the paperwork from the options listed below (Appendix F). Be sure to check with the Guide to Safe Scouting for exact requirements. You will need to contact the home council of the summer camp your troop plans to attend. Make sure you email the paperwork and that you get an email response from the council. That way when you do go to that summer camp, you'll have the email response as a backup to prove you went through the correct channels.

The YMCA is my first pick for a great place to do a swim test. The pools and the locker rooms are always clean, and the staff is always very helpful to the Scouts. As a troop we call two weeks ahead of time to schedule when we are going and what we plan to do at the YMCA. When we get to the YMCA for the swim test, they let us use one of their lifeguards. A side note -- Did you know that BSA says that Red Cross lifeguards can give the swim test? That is a big help because all the lifeguards at the YMCA are Red Cross trained and certified. After we do the swim test, we let the Scouts have a free swim. The parents don't mind at all if we do this instead of a meeting. We like to call this a Scout outing. I will say that this a big time saver for the troop.

The second option is the neighborhood pool. You could do the swim test at the neighborhood pool if you make sure you have a BSA lifeguard or a Red Cross lifeguard out there to administer the test. You may have one in the troop, or there may be one in another troop who can help. Also, you may have to reach out to the council office. They may know someone that you could ask. Doing the test at a neighborhood pool is another way to save time in the long run.

The third option is to do the swim test at summer camp, but this can take four to five hours depending on how backed up the waterfront is. I only use the swim test at summer camp as a last option for the troop. The summer camp does a great job on the swim test, but I like to save time on check-in day at summer camp.

Swim test forms are the way to go if you are not doing the swim test at summer camp. You can go online and download the forms for the swim test. I print about four to five duplicates of the swim test forms and group the forms. The first form is for the first-year campers because they are usually in the first year program. The second form is for the second year Scouts and other Scouts up to those who are 18 years old. I put them on their own form because it's not their first year, and they know what the plan is at summer camp. The last form is for the adults. I list them on their own swim test form. Putting everyone into their own groups makes it a little easier for the waterfront staff to make the buddy tags. These tags are hung on the buddy boards at summer camp.

CHAPTER X

WHAT TO PACK FOR SUMMER CAMP

Four weeks before summer camp, email a list of what to pack for camp to all the parents or guardians. Ask them to write down any questions that they may have about what to pack. Two weeks before summer camp, have a troop meeting for all Scouts and all parents or guardians to go over what to pack and to go over what not to pack. In that same meeting, answer all of their questions.

Field Uniforms (Class A) are very important at summer camp. The uniform lets everyone know your council, troop and OA lodge. The Class A uniform also gives your rank. Even though it seems like rank is not that big of a deal, it is. If you are First Class rank and up, you are considered to be an older Scout. Camp staff and other Scoutmasters notice your behavior more than the younger Scouts. The patrol patch is also important because it lets everyone know the name of your patrol in your troop. Class A uniforms are mainly for “opening and closing” campfires at summer camp and for evening flags leading to dinner. Because Class A uniforms are so important at summer camp, bring a hanger just for hanging up your Class A in your sleeping area. This keeps the wrinkles out of the Class A shirt.

Pack clothes for eight days just in case you need an extra day of clothes (Appendix G, Appendix H). Some troops pack Class B t-shirts of a different color for every day of the week. Color coding shows troop unity and makes it easier for the adults to keep track of the Scouts at summer camp. It's easy to know how many of the same color t-shirt are supposed to be in a

particular class at a particular time. If the number of that color present in a class is not correct, without having to ask, adults can quickly see that something is up.

CHAPTER XI

HOW TO PACK FOR SUMMER CAMP

Start packing gear three weeks before the beginning of summer camp. This way you can review the list of what you're packing for camp, and, if you need something else, you have three weeks to find it. Running around at the last minute, trying to find what you need can cause you to forget something. All Scouts and adults should label all gear and clothing with the individual's name and troop number.

Take your time packing, but be mindful of the time you have to finish. There are three options for packing your gear – plastic boxes, wooden boxes or cloth duffel bags.

The first packing option is plastic boxes. They are made in many different shapes, sizes and colors, and there are three different styles of these boxes – foot lockers, action packers, and totes. The footlocker is the largest size. The action packers and totes are medium sized boxes. I like to bring a set of two totes or action packers because they are not too heavy to move around in your sleeping quarters. They also make good tables or places to sit in your sleeping area. They are also waterproof so water that gets on your stuff will not hurt it.

The second option is wooden boxes. These are acceptable, but they are not the best. They can keep most of the moisture out of your things, but they are not waterproof. They do make good tables and chairs in your sleeping area. The wooden footlockers are a little heavy to move around in your sleeping quarters.

The third option is cloth duffel bags. They are not the best. They are not waterproof, and they do not keep any moisture out. Many duffel bags do not have a waterproof seal and soak up

water. Duffel bags do come in all shapes, all sizes and all colors. They don't make a good table or chair.

When packing your clothes, use these tips. First, get a supply of one-gallon zip lock bags and small zip lock bags for packing. Put one Scout shirt (Class B), one pair of socks and one pair of underwear in the first bag. Repeat this seven more times, giving you a bag ready for each day. This will save you time because each day you will not have to hunt for these things, and if water gets on them, they are protected. This is one way to keep your clothes dry. Put two to three pairs of Scout shorts in another one-gallon zip lock bag. Pack a swimsuit and a towel in their own one-gallon zip lock bag. This way, the waterfront gear is in the same bag. Bring a second towel for use in the shower and put that towel in its own zip lock bag. Shoes are very important at summer camp. You can either pack one pair of tennis shoes or one pair of hiking boots. I always pack one pair of water shoes for the waterfront and also for use in the showers so that I don't have to let my feet touch the bottom of the lake or the shower floors.

After packing all your clothes, add something for your dirty clothes. I recommend two trash bags or two cloth bags with pull strings. The trash bags are one-time use only, but the cloth bags can be used over and over. If the cloth bags start to smell, you can just put them in the washing machine. Because plastic trash bags hold moisture and can cause mildew, open mesh bags are best.

Your toiletry kit should have the things needed to keep you clean at summer camp such as a toothbrush and toothpaste. Good dental hygiene is always a plus. Deodorant is always a plus, too, because your friends won't like you if you don't wear it. You'll need soap and

shampoo to get the smell of the lake and woods off of you. Don't forget to have a dry towel, too. A shaving kit is optional. If you want to let your facial hair grow out for a week, go for it. Last but not least, bring your own toilet paper. Summer camp may not have toilet paper, and if they do, it's going to be rough.

Packing your toiletry kit is an art, but it can be done. Your toothbrush goes in a small zip lock bag by itself. The toothpaste and deodorant go in the same zip lock bag. Then take both the toothbrush bag and the toothpaste/deodorant bag and put those in three gallon zip lock bag. This way if anything leaks, you are protected because it will be contained. The soap goes into a small zip lock bag all by itself, and the shampoo also goes into a zip lock bag by itself. Now once that is done, put both the soap and shampoo zip lock bags into a one-gallon zip lock bag. Again, if there is a leak, this will help contain the leak. Towels are put into their own one-gallon zip lock bags. The roll of toilet paper also gets its own one-gallon zip lock bag because you don't want the toilet paper to get wet at all. The shaving kit should have its own zip lock bag to prevent leaking.

CHAPTER XII

LAST MEETING BEFORE SUMMER CAMP

The last meeting before summer camp is a very important one. The meeting is one week out from the departure date to leave for camp. In this one meeting, it is all hands on deck for every Scout, every Scout parent, every Assistant Scout Master, and every Committee Member because of all the things that have to get done in that one meeting. Remember that for a lot of troops, this is their biggest campout for the year.

Inspect the troop trailer to make sure that everything is in proper order. To inspect the trailer, start from the front and work your way to the back of the trailer. Make sure the troop has the correct ball hitch for the trailer. Then plug in the power to make sure that the lights work. Test the turn signals left to right, and then the brake lights and the hazard lights. Once this is done, check the tires to make sure they are in good working order. All tires must be inflated to the correct pressure and not over seven years old. Be sure all lug nuts are tight. Next, open the trailer to check the racks on the inside, and make sure that the roadside accident kit is ready to go. The kit has all the lugs, tire irons, jack reflectors, flashlights and a spare tire for changing a tire day or night. Now that the troop trailer is in good working order, it's time to clean the trailer out. This is when trash bags and brooms are needed for the Scouts to sweep out all the trash. As you can imagine, the trailer can get dirty and trashy from all the campouts during the year. Once that is done, put all the trash into bags, and put the bags in the dumpster. Place the trailer registration and insurance papers in a zip lock bag and in a place where these documents may be found quickly. The first aid kit is a good place.

The Senior Patrol Leader has all Scouts bring their summer camp gear to this meeting. All the gear is laid out in a line and each Scout stands behind their gear with their parents. The Scout may think that the Senior Patrol Leader is going to go through all of their gear for inspection, but that is far from the case. The Senior Patrol Leader does a quick glance to make sure that the Scout has the essentials for camp. Once the gear inspection is concluded, the Senior Patrol Leader assists the scouts in the correct and safe method of packing a trailer. Load gear in the trailer to have a balanced and equal distribution of weight. This will help prevent the trailer from fishtailing. The properly loaded trailer should also be checked by the driver of the vehicle pulling it to camp.

Then it's time to prepare the troop trailer and to load up the rest of the troop's gear. Pack two watercoolers in the trailer because you'll need both of them to keep the troop hydrated. Pack up the troop's first aid kit, and make sure that everything in the kit is up to date. If the first aid kit is incomplete or has out-of-date items, plan to stop by the store to pick up the supplies that are needed. Next, it's time to pack up the flags – the US flag, your state flag, your troop flag and all the patrol flags you'll need for your campsite inspection each day at summer camp. I would put all the flags in one container that is labeled troop flags. When packing the flags, make sure all flag poles are packed in the troop's trailer, too. Then pack up what you'll need for the ax yard such as a hand saw, an ax and some twine. Put all of the ax yard gear in one box and label it "ax yard." Fire ring gear is optional. Some troops will pack it, and some troops will not. If you do pack it, you'll need two pails -- one to hold dirt and a shovel and one to hold water. If you don't pack fire ring gear, you can just go down to the quartermaster when you get to summer camp and

pick it up from him. Most camps will have a quartermaster, but I would call the summer camp just to make sure that they do have a quartermaster and if so, what materials the Quartermaster will provide.

Next, pack camping lanterns in the troop trailer. There are different types of lanterns out there – kerosene, propane and battery-powered. These are all good lanterns to use for summer camp, but whichever lanterns you decide to bring, make sure that you have all the backup parts to go with the lanterns. Remember, you are at summer camp for a week, and lanterns will break and need repair.

A lockbox is one of the most important things to pack for summer camp. BSA requires that all medications are locked up in a secured type of lockbox (Appendix I). The lockbox will hold all youth medications and all adult medications. Make sure that all medications in that lockbox are in small zip lock baggies labeled with the names of the youth or the adults who require them. You will need a med schedule of who takes what and when. The med schedule stays with the Scoutmaster, and the Scoutmaster dispenses the medications following the instructions on the medications.

CHAPTER XIII

PAPERWORK FOR THE BULLETIN BOARD

The troop bulletin board is located in every campsite at summer camp. This is one of the most important things at summer camp, because it will answer 90% of all questions at camp and about camp. This bulletin board will keep the Scouts from asking the same questions over and over and over. The information posted on the bulletin board will help all Scouts and all adults find answers to questions that are commonly asked at summer camp.

All Scouts are given a copy of their class schedules, but Scouts will lose their class schedules. Since a master copy of everyone's class schedule is put on the bulletin board, Scouts can look at the master schedule without going to the Scoutmaster. By the same token, all adults will see and know the class schedules, helping them know where the Scouts are supposed to be. Individuals with smart phones may want to take photographs of the master schedule for easy reference.

The schedule for the entire camp should be posted on the bulletin board as well. This schedule lays out the plan for all camp activities for the entire week such as the time for breakfast, lunch, and dinner and the times the table waiters need to be in the dining hall for setup. The camp schedule also gives the free periods and troop activities. This schedule allows the troop to plan things like swimming or troop activities like a troop shoot. Camp-wide games are also on the schedule. These games are a great way for your troop to build teamwork and to have fun. On the schedule are opening campfire and closing campfire which can also be a lot of fun.

The meeting schedules also need to be posted on the bulletin board. Most meeting times are listed in the summer camp schedule, but some meeting times are not on the schedule. These daily meetings are when the Scoutmasters go over what is going on each day. In the Scoutmaster meeting, concerns that may have come up are addressed. Senior Patrol Leaders also have daily meetings to go over what is going on each day. In that meeting, the Senior Patrol Leaders address concerns that may come up. The Senior Patrol Leader meeting is similar to the Scoutmaster meeting.

Duty rosters also need to be on the bulletin board. Believe it or not, during campsite inspections, the Camp Commissioner checks to see that the duty rosters are posted. If the duty rosters are not posted, then your campsite inspection score will reflect it. The table waiters' duty roster is for breakfast, lunch, and dinner in the dining hall. The table waiters need to report to the dining hall 30 minutes before every meal to set up the table with all the silverware, napkins and drinks. After the meal is over, the table waiters stay back to clean. Then there is the duty roster for the latrines that are cleaned every day. The duty roster helps keep the latrines clean. To clean the latrines, just clean the sinks, sweep out the latrines, and hose the floor down and let them dry. Another part of the duty roster is policing the campsite every day for trash. Policing for trash is not that hard, but it is boring. To make it go faster, have two to three Scouts to do the policing for trash. Campsite trash pickup at some summer camps is every night, but some summer camps do the trash pickup only three times a week. Trash pickup is located at the end of your campsite on the side of the road. The Camp Commissioner can give you this location. The Fire Marshall is the Scout whose sole, scheduled duty is to watch the fire ring and to make sure that the fire stays

in the campsite's fire ring. The final duty on the roster is the refilling of the watercoolers. This is an everyday job and is sometimes done twice a day.

CHAPTER XIV

CHECK-IN AT SUMMER CAMP

Check in day at summer camp should be very easy and take no time at all if you did all the steps in Chapters I - XIII before this day. If you didn't do all the steps or even forgot to do one step well, you're in for a long day. This is the day when all of your hard work will pay off or, at least, get you and the troop started in the right direction. Not all camps follow the same order for check-in, but the following list of what most camps expect will help your troop prepare for this procedure.

Meeting your Summer Camp Guide is very important because they will help you throughout the whole check-in process. The Camp Guides are usually at the summer camp office or at the gate next to the parking lot. Keep your eyes and ears open as you search for a guide. A helpful hint is to send one adult leader to find the Camp Guide and to have one or the rest of the adult leaders stay with the troop. Once the first adult leader finds a guide for your troop, bring the guide to meet the troop.

Once you get to the Health Lodge, hope that there is no line or, at least, a very short line. This line is where most of your time will be spent today. Most summer camps will either check health forms at the Health Lodge or at a big pavilion. I've been to summer camps that have 30-minute check-ins and some summer camps that have taken two hours. The Health Officer will ask if there are any food needs. At that point I turn in the first copy of that form. If the Health Officer does not ask for this form, offer to turn in the first copy to him.

Most summer camps will take troop pictures. Usually, this will take 10 to 20 minutes. Today, the entire troop is in Class A uniforms, and the uniforms are still clean. Summer camps charge only about two to three dollars for pictures, and may even give bulk pricing on the pictures. At this time, I put in a photograph order for everyone and later have the troop pictures framed. At the next court of honor, I hand them out to everyone that went to summer camp.

The dining hall is the next stop. That will take anywhere from 30 to 45 minutes depending on what style of eating they want you to do -- cafeteria style or family style. The cafeteria style is just like what we all had in school -- get in line and get your plate of food. Family style is when the food is at the table, and you pass the food around the table just like at home. You'll meet with the dining hall cook who will go over all the rules of the dining hall like what style of eating for all meals and where your troop will be eating. Then they go over what the table waiters are to do before the meals (set up) and after the meals (clean up). After the cook goes over the dining hall instructions, turn in the second copy of the food needs forms to the cook. The dining hall cook will know the food needs, have a copy of the form in hand, and try to meet the food needs. If there are any food needs problems, they can be addressed cordially.

Next, it's time to head to the camp site to unload the gear and to get everything in order. If done correctly, unloading all the gear should only take 30 to 40 minutes. Scouts are Scouts, though, and it could take a longer or even shorter time to unload all the gear from the troop trailer. I always try to unload it in stages -- sometimes it works and sometimes it doesn't work. The first step is to unload the troop's gear. Have the Scouts put the troop's gear up under the pavilion in the middle of the campsite. The second step is to have the Scouts unload their gear

and take it to their sleeping quarters. The last step is unloading the adult leaders' gear. The Scouts take the adults' gear to the pavilion. The adults put away their own gear so that the Scouts do not go into the adult sleeping quarters.

Next is the swim test. That can take one to four hours, depending on how long the line is for the swim test. Every summer camp does their swim test differently. Sometimes the swim test may have to be done the next day because time runs out or because there's bad weather. When our troop does the swim test off-site before summer camp, we save time because it only takes 10 to 20 minutes to walk down to the waterfront and to talk to the Waterfront Director who accepts the paperwork for the swim test. The Waterfront Director fills out the buddy tags later that night, and, most of the time, they'll have the buddy tags on the buddy boards the next day. Scouts and Scouters can use the extra time to organize their sleeping/tenting areas. From this point forward, you can just go by the summer camp schedule and the summer camp guide.

CHAPTER XV

SUMMARY AND CONCLUSIONS

Troops preparing for summer camp require the active participation of all troop members from the least experienced new scout to the most experienced adult leader. When scouts of different ages and ranks, parents, assistant scoutmasters, scoutmasters, and council commissioners all work together, the troop can expect a successful summer camp experience for all who attend. Troop members can best offer their assistance if they agree on what needs to be done and how things need to be done to prepare for summer camp. This paper suggests both what and how to conduct successful summer camp preparation. As troops prepare, they must first choose a camp, then apply to a camp, and last pack appropriate gear. Good preparation results in a smooth first day check-in and provides the foundation for a successful week at camp.

When choosing a summer camp, the troop should reflect on previous camp experiences, reach out to available camps for additional information, consider the camp schedule, and plan fundraisers. The best time to start looking for camp is in late summer when you just get back from a summer camp and the experience is fresh on your mind. By starting in early fall, you have time to plan around vacations, holidays, fall sports, popcorn sales, district camporees, OA fellowships, and courts of honor. Next look at the weeks available at the camp you chose. Most summer camps only have four weeks. Weeks two and three are usually the best times to go to camp because the staff is starting get to into the groove of day-to-day life at camp. Fundraising

can help offset the Scouts' cost of going to camp or even pay the camp in full. Fundraising also teaches Scouts how to sell and how to use basic math skills.

When applying to summer camp, complete all necessary applications and forms and plan for any Order of the Arrow activities. Start health forms on January first of the same year that you are going to camp. Since you'll need new forms every year for Scout outings, this will help you prepare for all outings. Starting and finishing the plan for summer camp classes in February is very important because registration starts early. Most camps do on-line registration to streamline the process. Start planning OA activities for summer camp in February and finish by May. Do all planning for the swim test in March. We do our swim test at the YMCA as a meeting. Some camps do not accept swim tests ahead of time, so reach out for information from the camp that your troop plans to attend.

When packing gear for camp, first send all parents a list of what to pack, then start the packing three weeks from the beginning date for camp and use the last meeting before summer camp to actually begin packing the trailer. By beginning to pack gear three weeks from the beginning of summer camp, you can review the list of what you're packing, and, if you are missing anything, you have three weeks to get it. The last meeting before summer camp should be one week from the departure date. In this meeting, it is all hands-on-deck for every Scout, every Scout parent, every Assistant Scout Master, and every Committee Member because of all the things that must be done in that one meeting. Do not forget to pack the information the scoutmaster will need to post on the troop bulletin board located in every campsite at camp. The

information posted on the bulletin board helps all Scouts and all adults find answers to commonly asked questions.

Completion of all this preparation should make camp check-in day run smoothly. If you didn't do all the steps or even forgot to do one step well, you're in for a long day. This is the day when all of your hard work will pay off or, at least, get you and the troop started in the right direction. All of your preparation sets your troop up for a fun-filled and exciting week at summer camp.

LIST OF REFERENCES

Camp Barstow. (2021, August). *Medical forms and physicals*. <https://campbarstowsc.com/>

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Camp Buck Tom. (2021, August). *2021 merit badge fees*. <https://easttncouts.org/>

Camp Bud Shiele. (2021, August). *Prescription medication policy*.

<https://www.campbudschiele.org/>

Camp Cherokee. (2023, January). *General camp information*. <https://www.csr.camp/>

Camp Rainey Mountain. (2021, August). *Swimming*. <https://www.nega-bsa.org/CRM>

Camp Woodruff. (2021, August). *Food service*. <https://www.campwoodruff.org/>

APPENDIX A

CONTRIBUTING GROUPS

Troop Committees

1992-1999 Atlanta Area Council Troop 247 Norcross Ga.

1999-2002 Northeast Georgia Council Troop 509 Lilburn Ga.

2002-2004, 2007-2023 Palmetto Council Troop 3 Moore SC.

2004-2007 Atlanta Area Council Troop 247 Norcross Ga.

Summer Camps

Camp Barstow <https://campbarstowsc.com/>

Camp Bert Adams <https://www.campbertadams.org/>

Camp Bob Hardin <https://palmettocouncil.org/camp-bob-hardin>

Camp Buck Tom <https://eastnscouts.org/>

Camp Bud Shiele <https://www.campbudshiele.org/>

Camp Cherokee <https://www.csr.camp/>

Camp Grimes <https://www.mycampgrimes.org/>

Camp Rainey Mountain <https://www.nega-bsa.org/CRM>

Camp Woodruff <https://www.campwoodruff.org/>

1996 & 1997 Woodruff Scout Camp Staff <https://www.campwoodruff.org/>

Order of the Arrow Lodges

1993-1999 Atlanta Area Council Lodge Egwe Tawa Dee <https://aacegwa.org/>

1999-2002 Northeast Georgia Council Lodge Mowogo <https://mowogo.org/>

2002-2004, 2007-2023 Palmetto Council Lodge Skyuka <https://www.skyukalodge.org/>

2004-2007 Atlanta Area Council Lodge Egwe Tawa Dee <https://aacegwa.org/>

Councils

1992-1999 Atlanta Area Council <https://www.atlantabsa.org/>

1999-2002 Northeast Georgia Council <https://www.nega-bsa.org/>

2002-2004, 2007-2023 Palmetto Council <https://palmettocouncil.org/>

2004-2007 Atlanta Area Council <https://www.atlantabsa.org/>

APPENDIX B

FEE SCHEDULE EXAMPLE

CAMP CHEROKEE

GENERAL CAMP INFORMATION

Dates

Week 1	June 19 - 25
Week 2	June 26 – July 2
Week 3	July 3 – 9
Week 4	July 10 – 16
Week 5	July 17– 23
Week 6	July 24 – 30

Camp Fee

- The camp fee is **\$365**.
- The camp fee is all-inclusive and covers the cost of all merit badge supplies with two exceptions.
- Exception 1: *Scouts who take BSA Lifeguard need to earn CPR for the Professional Health Provider. We provide this course at camp for \$50. Taking the CPR for the Professional Health Provider at summer camp is optional.*
- Exception 2: *The ATV PowerSport program has a \$65 program fee.*
- The camp registration fee is the same for in-council and out-of-council units.
- All camp fees will be collected online using [Black Pug](#) – our event management system.
- Unit leaders can determine if the unit will submit all payments for the unit or they will allow families to submit individual payments using Black Pug's Parent Portal. The unit leader initiates and distributes Parent Portal access.
- Scouts who attend as Provisional campers or day campers submit their individual payments using Black Pug.
- Black Pug does not come with additional or hidden fees. If the fee is \$120, the Black Pug will charge your credit card \$120.

Early Bird Fee: \$345

- To receive a \$20 discount on the camp fee, the full \$345 must be submitted by 11:59 pm on Thursday, March 10.
- All Webelos Crossovers and new Scouts who join your unit after Thursday, March 10 are automatically eligible for the early bird rate.

Late Fee: \$20

- After 12:00 am on Friday, May 27, a \$20 fee will be added to the registration fee.

Multi-week Camp Discount: \$100

- Scouts who attend Cherokee more than one week, receive a \$100 discount from the camp fee.

Provisional Fee: \$385

Day Camper Fee: \$185

Adult Leader Fee: \$160

- Adult leader fees must be submitted by Thursday, May 26.

Camp Fee Payment Structure

Payment 1: \$120 due Thursday, March 24
Payment 2: \$120 due Thursday, April 21
Payment 3: \$125 due Thursday, May 26

Refund Policy

- Payment 1 deposits are non-refundable, but are transferable to another Scout in your unit.
- Once the camper has paid more than **\$120**, the refund amounts will not exceed 50% of the funds paid at the time of the refund regardless of circumstances.
- Refunds should be requested during the unit's 12-Day-Out-Meeting.
- Refund requests should be submitted by the unit leader directly to the camp director.
- Refunds will not be granted after the 12-Day-Out-Meeting for the unit's scheduled week at camp unless the camper becomes ill or experiences a death in the family. If the camper becomes ill, a doctor's note must accompany the refund request. Should the camper become ill or experience a death in the family, the unit leader should request a refund Sunday of the week the unit is scheduled to attend camp. Regardless of circumstances, no refunds will be granted after Sunday of the unit's scheduled week at camp.
- Refunds will be returned to the credit card on file with Black Pug within 30 days.

- **If we are unable to offer camp, because of COVID-19, families will receive a full reimbursement.**

Camperships

- Financial assistance is available to Scouts for whom the camp fee is a financial hardship.
- Campership amount typically does not exceed one-third of camp fee (\$120).
- Camperships are available to in-council and out-of-council Scouts.
- **Deadline for submitting campership requests is Thursday, April 21.**
- Campership forms are available online – <https://www.csr.camp/forms--resources.html>.

APPENDIX C

MEDICAL REQUIREMENTS EXAMPLE

CAMP BARSTOW

Medical Forms and Physicals

Health & Safety – The O'Tuel Health Lodge is staffed 24 hours a day. The Health Lodge is staffed with individuals trained to handle minor accidents and illnesses. National Camp Standards require that an Annual Health and Medical Form be completed, and a copy given to the Health Lodge when checking-in to camp by both youth and adult participants.

Health and Insurance - The Unit Accident and Sickness plan must be in force at the time you attend camp, it covers your registered Scouts and Leaders attending. Please register parents staying with your troop and have them complete a medical form. In the event of a claim, the participant's insurance is primary, and the unit or camp insurance is secondary. All Out-of-Council units will be asked to present proof of unit and/or council insurance during check-in. Unit leaders must bring to camp check-in: 1) Policy number; 2) Claim forms; 3) Name of insurance carrier.

Medical Treatment & Transportation

Arrangements have been made with physicians near camp for treatment of more severe cases, if this is necessary the Scout's parents or guardians will be notified by telephone and their desires concerning treatment will be respected. All first aid administered in camp must be reported to the Health Lodge and recorded in the Camp First Aid Log.

Unit leaders will be asked to provide transportation if one of their Scouts needs to be taken to the local doctor or emergency room. In the case of serious medical emergencies, transportation will be provided by EMS. At least one adult leader from the unit will accompany the unit member requiring services and is asked to carry insurance forms for completion and to obtain the unit member's health history before leaving camp. The Camp Director or the Camp Medical Officer will notify a camper's parents or guardian if the event of the camper experiencing any serious injury or illness. Directions to doctors and hospitals are available at the Health Lodge. The camp Medical Officer must clear all cases requiring outside medical attention.

Special Health Requirements / Prescription Medications

All medication needs to be in its original container upon arrival at camp. All prescription drugs must be kept under lock and key by the unit leader or at the Health Lodge. Refrigeration is provided as needed. Exceptions must be approved by the Medical Officer and include those carried for life-threatening conditions, such as inhalers, heart medication, and bee-sting kits. Campers requiring special treatment such as insulin, etc., should provide necessary medications and make written arrangements with the Medical Officer. If a participant misses their medication, the Medical Officer will notify the unit leader to have the individual come to the Health Lodge.

Immunizations – The State of South Carolina requires all immunizations listed on the medical form prior to camp.

Hydration- It is very important to stay hydrated while at camp, encourage Scouts and Leaders to drink water throughout the day and at meals. Water will be provided at all program areas.

Emergency Procedures

Limitation of Activity – Scouts and leaders will be notified as necessary if activity must be limited because of temperature, humidity, or severe weather.

APPENDIX D

DIETARY CONCERNS EXAMPLE

CAMP WOODRUFF



WOODRUFF
SCOUT CAMP

FOOD SERVICE

LUNCHES FOR TRAIL RIDE & RIVER TRIP PARTICIPANTS

Participants in trail rides and river trips will need to pick up a lunch at any lunch kiosk prior to arriving at the main pavilion. They will eat their lunch on the bus on the way to their activity.

ICE

Woodruff offers bagged ice on a limited basis for troop use. Ice bins are located on the Dining Hall porch and at a location adjacent to Shower #2. Bagged ice service operates on an "honor" system payable at check-out. Cost is \$1.50 per bag used. We cannot guarantee 24 hour availability of ice. Please consider your fellow campers when retrieving ice. Take just what you need.

SPECIAL DIETARY CONCERNS

Camp food is by necessity a high-carbohydrate, high-calorie diet. If these food products cause a problem in your diet, you may need to bring appropriate substitutions with you and so advise camp personnel. We strive to provide alternative food, but only if we are notified well in advance of your arrival. A Dining Hall staff member will be available to assist in reviewing menu books, alternate foods, etc. Please utilize the website to indicate any restrictions that you may have. Please contact the Dining Hall Manager, during the Dining Hall Orientation, to insure that they are aware of your special needs.

Gluten free and vegetarian needs can generally be met. The variety of offerings is limited and you may choose to supplement with your own food.

You will be required to store and prepare any special foods that you bring. We suggest that you come prepared to store and prepare these special meals in your campsite. Units/individuals cannot access the camp kitchen to prepare special meals.

UNIT COOKING IN-SITE

Troops have the option of cooking meals in their site. The camp will not provide food for "in-campsite" cooking; you should bring your own food with you. Please notify the Atlanta Area Council Program Center at Woodruff@AtlantaBSA.org by May 15 so that these arrangements can be made. With advance notice, we will adjust the fee of paid Scout participants for those units cooking all meals in-site.

Units cooking all their meals in-site may request two camp stoves and two camp chuck boxes to use in their campsites. Units must provide a 20 lb. propane fuel bottle for each stove. Units should plan to store all their food items in their campsite as the camp is unable to store them. Units cooking their meals "in-campsite" may request a \$35 credit per person to help cover food cost.

FRIDAY EVENING PICNIC DINNER

On Friday evening, in order to support our large number of camp visitors, the meal will be a picnic meal, served in "to go" boxes from the Dining Hall porch.

- Units should notify the camp office, no later than Wednesday, the number of additional meals needed.
- Each visitor's meal is \$6, and the cost will be settled up during business checkout on Thursday/Friday.
- There will be no seating in the Dining Hall, so bring a lawn chair or a blanket to dine on the lawn or at your campsite.

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APPENDIX E

FEE SCHEDULE FOR MERIT BADGES EXAMPLE

CAMP BUCK TOM

2021 Merit Badge Fees

Some classes require a kit. When registering for the classes below, the fee will be added to your account and included in your over all balance.

Materials and kits will be picked up by the program area director and delivered to your class.

ARCHERY	\$10
ART/SCULPTURE	\$10
BSA LIFEGUARD	\$30
BASKETRY/WOOD CARVING	\$20
CLIMBING	\$10
HORSEMANSHIP	\$25
INDIAN LORE	\$15
LEATHERWORK	\$10
METAL WORKING	\$15
MOTOR BOATING	\$25
PHOTOGRAPHY/MOVIEMAKING	\$10
RADIO/ELECTRONICS	\$15
RIFLE SHOOTING	\$15
ROBOTICS	\$15
SPACE EXPLORATION	\$15
SHOTGUN SHOOTING	\$25
WATER SPORTS	\$40
WELDING	\$20
WOODWORK	\$15

APPENDIX F

SWIM TEST REQUIREMENTS EXAMPLE

CAMP RAINEY MOUNTAIN

SWIMMING

All Scouts and leaders attending Summer Camp must take the BSA swim test. The BSA swim test must be taken every 12 months. Any Scouts or leader that did not complete the swim test prior to camp will complete during Check-In Sunday. Scouts and leaders cannot enter the water without a prior or camp swim test.



The Unit may hold their own Unit swim check in accordance with BSA Standards [Swim Classification Procedures #430-122](#). The Unit

Leader administering the BSA Swim test must be certified in Safe Swim Defense. During Sunday check-in orientation, be prepared to provide the Unit Swim Classification form to the Aquatics staff. The form will be reviewed by the Aquatics staff upon arrival at camp. The Aquatics staff reserves the right to re-test any Scout or leader at camp.

We want all Scouts to enjoy the Waterfront Area. Therefore, we offer swimming lessons aimed at non-swimmers and beginners with the goal of helping the Scout pass his/her BSA swim test before the end of the week. See the Course Schedule for the class periods offered.

Prior Swim Test Performed	Prior Swim Test NOT Performed
Provide completed Unit Swim Classification Form to the Aquatics staff	Change into swim gear at campsite during Sunday check-in orientation.
Get Buddy Tags at Waterfront A	When instructed by Troop Guide go to Waterfront A for swim test

SWIMMING ATTIRE

Scouts must wear a modest and appropriate bathing suit. Scouts must always wear shorts in and out of the water. A swim shirt is also encouraged for all scouts.

APPENDIX G

WHAT TO PACK EXAMPLE

CAMP BARSTOW

Appendix B - What To Bring To Camp

Suggested General Items

This is a compiled list from troops who regularly attend Camp Barstow of recommended things everyone should bring on their trip to camp. This is only a recommended list. Please mark all personal gear with name and unit number. Please plan to provide adequate protection for your valuables in the form of a footlocker or other means. Be sure to have combinations or spare keys for any locks you are using while at camp. The camp cannot be held responsible for valuables lost at camp.

sleeping bag or sheets & blanket for twin
mattress
pillow
mosquito net enclosure
toiletries (shampoo, soap, toothbrush,
deodorant, comb, etc.)
swimsuit
2 or more washcloths & towels
shower shoes
7 pairs of socks
7 pairs of underwear
7 t-shirts
2 or 3 pairs of pants or shorts
1 field uniform (Class A)
2 pairs of shoes / sandals with heel strap
Scout cap or hat
2 sturdy water bottles
backpack / day pack
footlocker & combination lock
rain gear
Totin' Chip & Firem'n Chit cards
pocketknife
Scout handbook
Merit Badge books
flashlight & extra batteries
paper & pen
bug spray (NO aerosol)
sunscreen

face coverings
hand sanitizer
sunglasses
first aid kit
spending money (\$50 suggested)
hangers for shirts
any Merit Badge specific materials

Troop Gear

flags, U.S. & troop
first aid Kit
cooler
water cooler

Leave at Home

large, fixed blade knives
fireworks
firearms & ammunition

Available at Camp

garden hoses, rakes & shovels
cleaning supplies
paper towels, toilet paper & trash bags

Medications must be checked in with
Unit Leader or at the Health Lodge

We recommend troops coordinate to bring multiple box fans to place in the youth and adult Adirondacks to stay cool and keep the bugs away.

APPENDIX H

WHAT TO PACK FOR SEVEN TO EIGHT DAYS AT SUMMER CAMP

- **Field Uniform** (Class A)
- **8 Class B t-shirts, 8 pairs of underwear, and 8 pairs of socks.**
- **1 pair of tennis shoes or hiking boots.** Both are good options. You should decide what is more comfortable for you.
- **1 pair of water shoes and 1 swimsuit** for the waterfront and also for the showers.
- **2-3 pairs of Scout shorts** for day-to-day wear.
- **1 long-sleeved shirt and 1 pair of long pants** because sometimes the temperature can drop down to the upper 50's.
- **1 Scout hat** to keep the sun out of your face, and, if you have long hair, to help keep the hair out of your face.
- **2 trash bags or two cloth bags** for your dirty clothes.
- **1 toiletry kit** to keep you dry and clean. The toiletry kit should have a toothbrush, toothpaste, deodorant, soap, shampoo, two towels and a shaving kit. One towel is for the waterfront and the other one is for the showers. The shaving kit is optional – if you want to grow facial hair, go for it.
- **Sunscreen** is a must at summer camp. You are outdoors all day and even on a cloudy day, the sun can still burn you. Remember that the sunlight reflects off water and sand.
- **Bug repellent** all day and all night to help keep the bugs and ticks at bay.

- **Pocket knife** for cutting rope, plastic, sticks, and sometimes an apple.
- **15-20 feet of rope** for making a clothesline used to hang up your wet clothes so they can dry out for the next day.
- **Pack rain gear.** It does rain at summer camp, mainly in the afternoon and at nighttime after a hot day. You can pack one poncho or raincoat. Choose which is more comfortable for you.
- **Sleeping gear,** including one pillow, one sleeping bag and a hammock.
- **Camping chair** is always nice to have when you need a good chair to sit in at the campsite.
- **Flashlight** to see where you're going and to make sure you don't trip over anything when you are walking in the dark.
- **Water bottle** to help you stay hydrated and to carry water to help you cool down.

APPENDIX I

PRESCRIPTION MEDICATION EXAMPLE

CAMP BUD SHIELE

Prescription Medication Policy

Utilizing the Individual Medication Record Form, each unit should complete (prior to arrival at camp) a form for each unit leader taking any prescription drugs. Use one/form for each camper with a prescription. The medication, dosage, and instructions should be recorded directly from the prescription instructions. Using these forms units may keep their prescription medication in their campsite in a lockable box under the direct supervision of an adult leader. Units who elect to keep medication in the Health Lodge must complete an Individual Medication Record form with their medication.