

2015

Occoneetchee Council, BSA
Mawat District
Durham, NC

DURHAMSCOUTS

CUB SCOUT DAY CAMP

Scouts of the Enchanted Forest



CAMPER & PARENT

YOUTH & ADULT VOLUNTEER GUIDE

A guide for Cub Scout Day Camp Parents, Volunteers, and Leaders with detailed information for Mawat District summer day camp program at Rock Quarry Park.



MAWAT
DISTRICT



REV. 4/22/15

2015 Cub Scout Day Camp (CSDC) Information

Introduction to Day Camp

A boy joins Scouting because somewhere he saw or heard that Scouting provides the excitement and adventure of camping in the great outdoors. He wants to share that excitement with his parents and with the members of his own den in his own Cub Scout pack.

We can unlock the door to adventure so that one day he will say, "It was all I hoped for and more!"

Cub Scout Day camp should be the highlight of the year-round Cub Scout program! Packs are encouraged to sign up as a group, so that boys may work together and form lasting bonds that will be carried on through Boy Scouts.

If your cub scout has a **FRIEND** that would like to see what this camp is all about, please invite him!

If your cub scout has a **SISTER** in elementary school who will have completed 1st grade by June 15, 2015, please register her too!

Council – Registration Website

<https://www.kintera.org/AutoGen/Register/ECReg.asp?ievent=1131355&en=atKJKXMDI9KSI7PGI8JPJ3OQLkLNI2OIKdLTL8NTJkJOI2NNJoL1KaPRLmJVLeN2F>

As part of each camper's confirmation, a link sent from durhamscoutsdaycamp@gmail.com will be emailed to each of the parents or guardians to complete. This will give you an opportunity to change t-shirt sizes, give permission for someone else to pick up your camper, order lunches, and download health forms.

Planning for Camp - Camper Check List

- We have registered for our week at camp. (June 15-19, 2015)
- We have paid on-line or submitted our registration form along with payment to the Council Office at 3231 Atlantic Avenue, Raleigh, NC 27604.
- All Scouts attending camp have completed a BSA medical form (minimum of parts A and B)
http://www.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf
and will be turned into the Camp Director at "Health Form Drop-Off and T-Shirt Pick-up Day" on **June 6 at 11:00am-1:00pm**
- Scouts know to wear light colored clothes and comfortable closed toe shoes to camp each day (no crocs, sandals, flip flops, etc.)
- Scouts know to bring a sack lunch (no glass or perishables) OR if you would prefer to order lunch from the bagged lunch company, please use this site to order your lunch. This site will take orders for all 5 days or just 1 day, each lunch is \$6.25 per day OR \$27.50 for 5 days. Your scout forgot his lunch? The Bagged Lunch Company will take same day orders made BEFORE 9:00 a.m. at this link:
<http://baggedlunchcompany.com/CubScoutSummerCamp.html>
- Scouts know to bring a camp chair and a backpack, which includes a swimsuit, towel, sunblock, bug spray (no aerosol cans), hat, sunglasses, a jacket or rain poncho, any needed medications in a labeled zip lock bag containing the original prescription label on the medication container. Please label all items with the Scout's name and Pack number.
- Scouts know that they are not to bring any other items not specifically for camp (i.e. trading cards, toys, etc.) to camp. Scouts are not allowed to bring electronic devices, pocketknives, weapons of any kind (even fake), or any items of value. The Mawat District and Occoneechee Council are not responsible for lost or stolen items.
- Scouts know that the first rule at camp is to have fun while following the rules. We want the most interesting, exciting, and fun camp, but we also want a safe camp. The rules of the camp will be reviewed each morning. If a scout is unable to follow the basic rules (i.e. using the buddy system) or makes unsafe decisions (i.e. not following proper procedures at the aquatics center or during shooting sports) the parent of the scout will be called to pick up their scout(s).
- See the full *Cub Scout Day Camp Equipment List* in this guide

FAQ (Frequently Asked Questions) for Cub Scout Day Camp

Will my Scout earn any advancements while at camp?

Scouts will be accomplishing requirements while at camp. While no awards will be physically given out at camp, every scout will be given the opportunity to earn rank requirements (the new adventures and electives) and the Cub Scout NOVA Award. Most importantly, our focus for Day Camp is ***fun with a purpose***. Your Scouts will be learning new things at every activity area. We will provide each pack's Cubmaster with a list of completed requirements for each scout.

Do we have a weather condition contingency plan?

In the event of **severe weather** our campers, adult volunteers, and staff need to be protected in a covered, grounded building. We will be utilizing the Edison Johnson Recreation facility adjacent to Rock Quarry Park. However, if the weather should affect our time outdoors, we will not be able to complete many activities. Otherwise, each camper should be prepared for the chance for rain.

If we don't complete the on-line registration for our Cub Scout before the registration deadline of May 15, what other option do I have?

Unfortunately, due to the demand of spaces in Cub Scout Day Camp and the t-shirt and patch orders that need to be processed, we cannot honor any exceptions to this date. Please ensure that payment is made in advance of the registration deadline.

What happens if I forget to pack my son a lunch?

It happens. Your options are to bring your son's lunch at 11:45 a.m. or order same day lunch from the Bagged Lunch Company each morning. The Bagged Lunch Company will take same day orders made BEFORE 9:00 a.m. at this link: <http://baggedlunchcompany.com/CubScoutSummerCamp.html> . Each lunch is \$6.25 per day OR \$27.50 for 5 days. Please make every effort to provide a healthy, non-perishable lunch each day.

What happens if my son or daughter is sick and will not be at camp?

If your son or daughter is sick, we prefer for him or her to stay home from camp. Please notify our camp director by email before the start of camp. If he or she should become sick while at camp, every effort will be made to keep him or her comfortable until a parent or guardian can be reached to pick him up.

My son is the only one from his pack attending camp. Is this okay?

Although boys tend to have more fun when they are with their friends, this is certainly okay. Every effort will be made to ensure your Scout is enjoying his time at camp while he makes new friendships at camp.

My son or daughter needs medication during the day.

How is that handled?

Boys with medication should bring it to camp on the first day with a zip lock bag containing the original container. Our trained medical officer will be the only person allowed to hold and dispense medication (the exception being inhalers and epi pens). Only medications written on medical forms will be administered.

Who do I contact with questions?

Please contact Camp Director, Elaina Cossin at:
durhamscoutsdaycamp@gmail.com.

About Cub Scout Day Camp

Check in Procedures

Cub Scout Day camp is constantly changing and refining its program. If there are any changes to our daily Check in Procedures for the week, you will be notified during Health Form drop-off and T-shirt pick-up on **June 6 at 11:00am-1:00pm**.

Program Guidelines/Advancement

Each day at CSDC brings a new adventure for our campers. We have many program areas that will be age appropriate and fun for all boys. The program areas that each boy will visit each day will vary, but each area will be visited at least once during the week.

We are also planning special camp wide programs during the week including a visit from the NC Forest Service and the Triangle Sword Guild as well as a special visit to the NC Museum of Life and Science. We will hold our family picnic on Tuesday evening. All boys will have the opportunity to earn a Cub Scout NOVA Award. Campers will do arts and crafts, learn about BB and Archery target shooting, go to the Edison Johnson Aquatics Center, do STEM (science, technology, engineering, and math) related experiments sponsored in part by the Duke Area Health Education Center (AHEC), learn about plant and animal identification from the NC Forest Service, work on cooking skills, flag etiquette, and much more!

Most of these activities will tie in with our District theme of “**Scouts of the Enchanted Forest**” emphasizing the new Cub Scout Program and outdoor fun.

Food Service

No on-site food service is available. All Scouts should plan to bring a sack lunch containing no glass or perishables to camp each day (including a drink) OR order lunch from the Bagged Lunch Company. Please write your Scout’s name and pack number on all items (bags or lunch boxes). Day Camp will NOT have any coolers available to keep lunches cold.

Sample Daily Schedule

8:00 a.m. - 8:30 a.m.	Campers arriving at Edison Johnson Parking Lot
8:30 a.m. - 8:45 a. m.	Campers Check-in with Dens
8:45 a.m. - 8:55 a.m.	Opening Ceremony
9:00 a.m. - 9:50 a.m.	First Period
10:00 a.m. - 10:50 a.m.	Second Period
11:00 a.m.-11:50 a.m.	Third Period
12:00 p.m.-12:50 p.m.	Lunch
1:00 p.m.-1:50 p.m.	Fourth Period
2:00 p.m.-2:50 p.m.	Fifth Period
3:00 p.m.-3:50 p.m.	Sixth Period
4:00 p.m.-4:15 p.m.	Closing Circle
4:15 p.m.-4:30 p.m.	Pack-up gear & head to Edison Johnson Parking Lot
4:30 p.m.	Campers not in Aftercare depart
4:30 p.m.-5:30 p.m.	Camper After care
5:30 p.m.	Camp CLOSES

**Late pick up will NOT be available.
All campers and Youth Volunteers
must be picked up by 5:30 p.m.**

Registration of \$125 for rising 2nd -5th graders ends May 15th.

Scout spirit is an integral part of Scouting and its energy is in large supply at CSDC - at any given moment you'll likely hear singing, cheering, and the many sounds of Scouts enjoying camp!

Adult and Youth Volunteers (Boy Scouts, Girl Scouts, Leaders, and Parents)

Adult volunteers play a vital role at CSDC. The more adults we have on hand, the better off we are! If you have a special area of interest and would be willing to share that knowledge with our campers please let the Camp Director know. We love to bring in new faces!

Because adult volunteers are so important to a great camp, we ask that every unit ask for at least one adult volunteer from its Pack to volunteer at Cub Scout Day Camp (CSDC). These volunteers can be Leaders, Parents & Adult family members, Committee Members, Chartered Organization Representatives, and even Unit Commissioners.

Per BSA standards, two-deep leadership must be maintained at all times. At least one of these adults must be registered with the BSA. The responsibility of these adults will be to assist in program areas and introduce and develop new Scouting skills while keeping things fun. The boys will be earning rank requirements, belt loops, and electives. The adult leaders will work with the Camp Staff to assist Scouts with safe transitions between program areas.

Please complete the Adult and Youth volunteer form at:

<https://docs.google.com/forms/d/1is8u4QjzIaB5fi7kysQHjMYcRAzx0PcG5cQKnH4ZfPo/viewform>

Please remember that all adults should be youth protection trained prior to attending camp. We are asking that **copies of your training certificate be turned in at the volunteer training on June 6th.**

Youth protection training is on-line at: [MyScouting.org](https://www.myscouting.org)

You do not have to be a registered member or have a member ID to take Youth Protection training.

*To take Youth Protection training go to [MyScouting.org](https://www.myscouting.org) and create an account. From the MyScouting.org portal, click on E-Learning and take the Youth Protection training. **ALL Adult Volunteers: Please remember to print a certificate of completion to submit to the Day Camp Director or Day Camp Program Director on June 6 at the volunteer training.***

Volunteer Positions

All Volunteers:

- Need to take Youth Protection Training Online
- Attend Volunteer Training Session on May 30
- Turn in Medical Forms A&B along with a copy of Insurance Card and proof of age (driver's license)
- **Jr. Staff** Boy Scouts must be 14 years or older. Those younger than 14 years old must have a parent or Troop Leader at Day Camp or be a Den Chief working with their Pack.

YOUTH VOLUNTEER AGE REQUIREMENTS - Non-BSA volunteers age 14 and older can volunteer to earn service hours. (Girl Scouts or other high school students)

Boy Scouts, Venturers, or Explorers between the ages of 14 and 17 must be currently registered members of a BSA Scouting Unit.

Venturers and Explorers between the ages of 18 and 21 may serve in any position at Day Camp **except:** Den Leader or Scout Buddies Supervisor

Boy Scouts under the age of 14 may volunteer to help at day camp if under the direct supervision of a parent, guardian, or Boy Scout Leader.

If a youth volunteer is the proper age and/or has the proper training he/she may be able to volunteer in one of the following areas: Activity Area Assistants, Scout Buddies Assistants, Range Officer Assistants, Den Chiefs, or Den Assistant

WEEK-LONG STAFFING NEEDS - TO RUN A GREAT CAMP

Need Administrative Staff on June 6 to help with the Parent Orientation & Health Forms.

Administrative Area Staff- during camp, Administrative Area Staff assist and manage visitor check-in, camp security, equipment management, station rotation warnings, Jr. Scout Staff supervision, camp safety and logistics.

Activity Area Leaders – (examples: Arts & Crafts, Flag Etiquette, Hiking, Plant and Animal Identification, Swimming, Tennis, and Badminton) are responsible for carrying out instructive programs at Day Camp. These activities will give the Cub Scout & Webelos the opportunities to complete requirements/achievements/sport and academic belt loops/pin guidelines. The Area Leaders supervise area staff including area assistants, Boy Scouts, and Jr. Volunteers. They work with the Den Leaders to teach skills and otherwise supervise the activity area. Supervise and manage the use and storage of all equipment, supplies and materials.

Activity Area Assistants - (examples: Arts & Crafts, Flag Etiquette, Hiking, Plant and Animal Identification, Swimming, Tennis, and Badminton) are responsible for carrying out instructive programs at day camp. The area assistants are aware of the area leader's responsibilities and assist them in making the activity a fun learning experience for the cubs. They assist in supervising the activity area and manage the use and storage of all equipment, supplies and materials.

Den Leaders – (Wolf, Bear, Webelos) are responsible for escorting a den of boys throughout the day at camp, ensuring their safety and encouraging active participation in the programs and activities. The Den Leader assists activity area leaders as needed. Den Leaders can be parents, grandparents, or other adult volunteers who help the Activity Area Leaders with program aids and insure general positive atmosphere and fun for the Campers.

Assistant Den Leaders - (Wolf, Bear, Webelos) are responsible for helping the den leader prepare the den area each morning and closing camp in the afternoon, assisting the den leader in escorting the cubs throughout the day at camp, ensuring their safety and encouraging active participation in the programs and activities. They are responsible for assuming the duties of the Den Leader if the Den Leader is temporarily not available. Assistant Den Leaders can be parents, grandparents, or other adult volunteers who help the Den Leader and Area Activity Leaders with program aids and insure general positive atmosphere and fun for the Campers.

Den Chiefs - Many Cub Scout Packs do not know that a den chief is a Boy Scout whose been given the responsibility of working with the Cub Scout Pack. Consequently, many Troops do not take advantage of this position to develop a relationship with their Cub Scout Pack. In an effort to develop this position and relationship, Cub Scout Day Camp is looking for Den Chiefs to volunteer at camp. The responsibilities of the Den Chief are to serve as *Trail Guides* providing assistance to the Den as a role model as well as to bring Scout Spirit to the experience with cheers, songs, and skit ideas to be utilized during the week. They are responsible for helping the den leader prepare the den area each morning and closing camp in the afternoon and assisting the

den leader in escorting the cubs throughout the day at camp. **(NCAP standards: Day camp den chiefs may be under the age of 14 only if they are serving as a den chief for the same Cub Scout/Webelos den they serve in the local pack.)**

Den Assistants – Senior Scouts are normally assigned to aid in one of the many Day Camp Activity Areas. Senior Scouts are 14 years or older and are responsible to the Day Camp Director. Jr. Scouts are 13 years or younger and are responsible to the Camp Administration Officer and Day Camp Director. They serve many logistic and daily camp tasks as assigned and rotated during the week.

Shooting Sports Staff – BBs & Archery

Range Officers: The range officer runs the archery, BB gun, and/or slingshot range. The range officer ensures the safe operation of one of the shooting sports areas. Range Officers **must be at least 18 years old** and be trained as outlined in Shooting Sports for Cub Scouting and hold a current BSA Shooting Sports Range Officer certification. They know and strictly follow all the safety regulations related to Shooting Sports.

Range Assistants - Assist the Range Officer in the safe operation of the assigned shooting sport area. If needed, assist campers with operation of the shooting sports equipment. Range Assistants must be trained as outlined in Shooting Sports for Cub Scouting. Range Assistants report to the Range Officer for their assigned area.

Detailed responsibilities will be given at the Shooting Sports Training that will take place before camp.

Administrative Staff

Camp Health Officer - is responsible for providing first aid treatment for any injuries or illness to campers and staff during day camp. The officer staffs the first aid station during camp and maintains medical records on all campers and staff. The officer works under the guidance and consultation of the Medical Director. **(NCAP standards: When access to an emergency medical system (EMS) is 10 minutes or less, American Red Cross Standard First Aid and CPR/AED for Professional Rescuers and Health Care Providers, or equivalents, is required.)**

Scout Buddies Coordinator – must be age 21 or older and is qualified to care for pre-school age children. You are responsible for the children of the staff and volunteer members during the program hours of camp. The Scout Buddies Coordinator understands that this is a special job, probably one of the most important in camp, and that these children must never, even for one second, be out of a leader's site.

Scout Buddies Area Assistant – must be age 18 and is responsible for helping watch the children of the staff and volunteer members before and during the program hours of camp. Assist the Scout Buddies Coordinator however necessary and help run the Scout Buddies craft activities and rotate through the program areas according to the schedule.

(Scout Buddies is for younger siblings who are potty trained. Scout Buddies is available ONLY to Staff and Volunteers at Day Camp for the days the parent is volunteering at Camp. A medical form (parts A & B) need to be filed with camp administration on June 6.

Look for sunshine - prepare for rain

For health and comfort reasons, each scout should bring and wear sunscreen daily, and be able to reapply it himself throughout the day. Children should not share sunscreen due to risk of an allergic reaction. The volunteers at Camp are not responsible for applying sunscreen to your child.

Since we never know what type of weather will be provided, please bring your rain gear and we will continue as scheduled. (Trash bags packed in your scout's backpack make great ponchos.) The Camp Director is the only person authorized to move camp into a sheltered area, or cancel camp if weather conditions become unbearable. In the unlikely event that this happens, emergency procedures have been put into place, and you will be notified of the immediate closure of the camp for that day due to bad weather.

Lost and Found

Lost & Found will be established at the Camp. If you have lost anything, check there at the Administration Area. Mawat District and Occoneechee Council cannot be responsible for misplaced items. Whether you are a camper or a volunteer, please mark all items with your name.

Recycling or Garbage?

It is your camp – be proud of it. Help to keep it clean by bringing recyclable or reusable containers to camp. We expect all our campers and volunteers to recycle and dispose of any garbage in the proper receptacles at the Camp. Please remember, that a scout should leave a place better than he found it. We will be practicing these principles and the principles of Leave No Trace.

Transportation

All transportation options should follow appropriate BSA standards. Packs are encouraged to car pool.

Please be advised that there is a **strict speed limit throughout the Edison Johnson and Rock Quarry Park areas**. Please remember that many campers will be dropped-off and picked-up at the same time. *The safety of our Scouts is of the utmost importance. Please lead by example.*

Additionally, for the protection of the children, Day Camp requires that if anyone other than the parent will be picking up a child, a permission form must be filled out. The identification of the person picking-up your child will be verified by photo ID prior to allowing the child to depart from Camp. The same procedure will be used to identify people not allowed to pick-up your child. As part of each camper's confirmation, a link will be emailed to each of the parents and guardians to complete. This will give you an opportunity to give permission for someone else to pick up your camper.

Late Arrivals and Early Departure

Any scout arriving late must check in with the Camp Director in order to ensure that attendance is properly updated and recorded.

Please check in with the Administration Area to pick up a camper early. The driver/adult picking up the camper should be prepared to present a photo ID before he/she will be allowed to leave with your camper. (See Transportation section above.)

Absences

If a scout or a volunteer will not be in camp for any reason, please tell your Camp Director or Camp Program Director as early possible.

Equipment List for Cub Scout Day Camp

List applies to ALL Campers, Youth Volunteers, and Adult Volunteers!

- Turn in completed BSA medical form Parts A & B (C is optional for day camp) on **June 6**.
- Comfortable closed toed shoes only (no crocs, sandals, etc.) and socks
- Backpack (day-pack, school backpack will suffice)
- Swimsuit
- Towel
- Order lunch OR bring a sack lunch including a drink (no glass please; refrigeration is NOT available)
- Refillable water bottle (separate from lunch drink – this will be carried throughout the day)
- Sunblock (no aerosol cans)
- Insect repellent (no aerosol cans)
- Hat/sunglasses (sunglasses may get lost – Scouts often have a hard time remembering them)
- A jacket or poncho for rain
- Any needed medications in a zip lock bag containing the original container with prescription label
- Camp chair
- Change of clothes and/or shoes (in case of bad weather or falling in mud, etc.)

What Not to Bring:

- Pets
- Toys (trading cards, legos, etc.)
- Electronic devices (hand-held games, mobile phones, tablets)
- Weapons of any kind (including toys)
- Campers: Any knife or pocket knife – (even if you have your Whittlin' Chip)
- Items of value: Mawat District and Occoneechee Council are not responsible for lost or stolen items.

Overview of Cub Scout Day Camp Dates

Important Camp Dates		Location
May 15	Registration ENDS - \$125	On-line
June 6 8:30am-12:30pm	Youth & Adult Volunteer Training AND T-Shirt Pick-up AND Health Form Drop-off	Edison Johnson Recreation Center & Rock Quarry Park
June 6 11:00am-1:00pm	Camper T-Shirt Pick-up AND Health Form Drop-off	Edison Johnson Recreation Center & Rock Quarry Park
June 13 – 9:30am (June 14-rain date)	Camp set-up dates	Rock Quarry Park
June 15 – camp activities June 16 – camp activities <i>& Family Picnic at 5:30pm</i> June 17 – camp activities June 18 – camp activities <i>& camp breakdown at 3:30pm</i> June 19 - Go to Museum of Life and Science	Camp Week - Rock Quarry Park, Tennis Courts, & Edison Johnson Aquatic Center & Museum of Life & Science	Morning drop-off AND afternoon pick- up will be at Edison Johnson Parking Lot

Camp volunteer rebates

Camp volunteer rebate is being offered to adult (age 21+) volunteers who volunteer full-time at camp for each of the 5 days. Please complete the Adult volunteer form at:

<https://docs.google.com/forms/d/1is8u4QjzIaB5fi7kysQHjMYcRAzx0PcG5cQKnH4ZfPo/viewform>

Rebates will be given to the adult volunteers on the last day of camp.

T-shirts

Campers, Volunteers, and Staff Camp will be given 2 t-shirts. T-shirts will be distributed on **June 6**.

Camperships

Please contact our District Executive Desmond Miller at: desmond.miller@scouting.org for campership questions.

