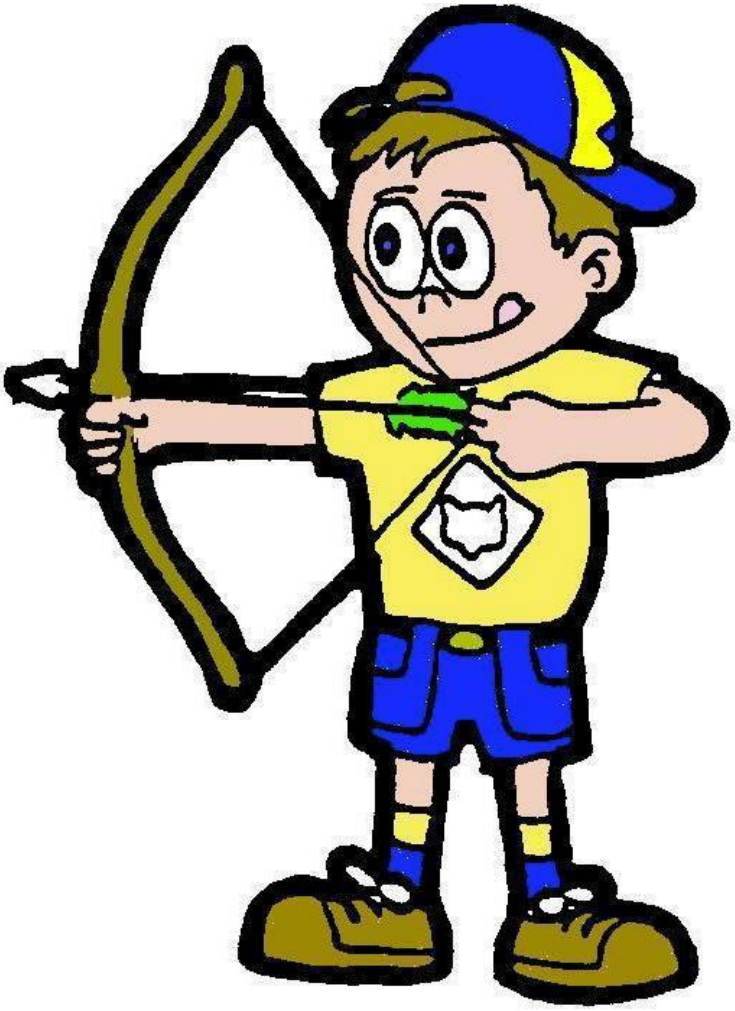
Cub Scout 2014
Pathfinder
Day Camp Handbook



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FAQ:

Q: What is Cub Scout Day Camp?

A: Day Camp is designed to keep scouts active as packs and dens, in a constructive organized program. It is a three-day event that gives Cubs and Webelos many adventures in skills, field sports, camp craft, nature trail hiking, basic knowledge of outdoor life and learning to get along with other boys.

Q: When is Day Camp?

A: Day Camp will operate from June 5th to June 7th in Springfield MO. Camp hours are from 8:00 AM until 4:30PM Thursday thru Saturday.

Q: What happens at Day Camp?

A: Separate programs have been developed for Wolves, Bears and Webelos that will meet a variety of requirements and electives. A complete list will be given to each pack. Tigers have a one day program on Saturday.

Q: May I come visit my son?

A: Saturday will be family day with activities planned with them in mind, but you are welcome to visit the camp at anytime as long as you are listed on the approved visitors.

Q: What should be brought to Day Camp?

A:

- Your lunch in a Ziploc
- Water bottle or cup for drinking.
- Rain gear (We don't shut down for rain)
- Non-aerosol bug spray
- Sun Screen with a high SPF rating
- Sunglasses, cap or wide brimmed hat.
- Salty snacks
- Label it all with scout name and pack number.

Everyone needs to have their Camp Shirt (after day one) and closed toe shoes to be allowed into camp.

Q: What else should leaders bring?

A:

- Tent fly (one per den please)
- Wagon with rubber tires to haul it all
- Ground cloth, blanket or tarp for the boys to sit
- Camp chair or stool for the adults to sit
- Large cooler for lunches and drinks
- Wet wipes or sanitizer
- Staff for den flag (one per den)
- Camera
- Label it all with your name and pack number!

Q: Do you have spirit?

A: We've got spirit, yes we do!

Each program area will present a spirit award for each of the following:

- den song
- Showing respect
- Being helpful
- Den yell

Camp beads will be given at each program station to recognize the accomplishments of each scout. Awards will be presented at the end of the camp, most audibly spirited Den, and the Den that best projects the Core Values of Scouting.

Q: How does my Child get his medications?

A: Any meds must be brought to the Camp Nurse at the beginning of the day by the Den Leader. (Exceptions are made for immediate emergency medications such as inhalers, epi-pens, emergency heart medications, etc.) Please place the medication in a Ziploc bag that is labeled with the person's name. The medication must be in the original labeled bottle with dosage instructions. If the medication is not in the original bottle, the nurse will not administer it. All medication is to be picked up at the end of each day by the DL.

Q: What objects are not permitted at Day camp?

A: Weapons, electronics (except for adult's cell phones), pets, bad attitude.

Q: What if my scout can't make it one day of camp?

A: That's fine. If your scout will be late or miss a day of camp just let your Pack Coordinator know.
Q: How do I reach my scout in the event of an emergency?
A: In the event of an EXTREME emergency call the **Pack Coordinator**

Emergency Procedures:

Weather!!- If there is a strong possibility of severe weather on any day of camp, the Camp Director reserves the right to cancel Day Camp for that day. Pack Coordinators will be notified in this event, and are responsible to call scouts and leaders from their group.
Thunderstorms- The warning for thunderstorms will be broadcast on the camp P.A. system. It is possible that camp could be closed for the day due to severe thunderstorms.
Tornadoes- In the unlikely event that we were to have an immediate threat of a tornado, the warning for this will be announced over the camp P.A. system. In the event we do have weather of this type, go immediately to place designated for your area on the emergency map. Stay calm and maintain a good attitude. Remember, scouts will react to you. Be sure and set the proper example.

Fire-Fire extinguishers will be kept in specified areas.
A fire in an activity area is to be reported immediately by the director of that area to the Camp Director. The den leader will move scouts a safe distance from the fire and utilize the buddy system to verify count.

First Aid- available for all participants and staffs minor ailments

- Notify the nearest adult camp staff member.
- Arrange to have another Den Leader watch your group.
- Bring the person, and buddy if applicable, to the camp fist aid station immediately. If you need help or feel the person cannot walk, contact the nearest adult camp staff member, who will contact the Day Camp Dir.
- If a serious accident or health problem occurs, emergency personnel will be summoned.

Other Emergencies:

Cell phones and radios will be used to notify the CD, CPD, or First Aid Station All DL will maintain order in their area and continue with camp activities. It is the responsibility of the CD, CPD, or First Aid Station to summon further help if needed. If the emergency warrants, the CD will notify the Council Scout Executive, informing him of the circumstances of the incident. At no time is any other person to notify a parent of a serious illness or accident. **It is the responsibility of the Council Scout Executive to notify parents.** If necessary, a staff member will accompany the injured person to the hospital. The CD will compile a complete written report of the incident.

Missing Boy Plan- DEN LEADERS/STAFF-:

- Do a buddy check to be certain that a boy is indeed missing?
- If the boy is missing, tell staff in the nearest program area. They will contact the CD.
- Have the following information ready for the camp director:
- Name and rank of scout
- General physical description of the scout
- Areas the scout was particularly interested in
- Whether the boy was upset about something
- If there is a domestic or custody issue
- Is the scout prone to wandering off

CAMP DIRECTOR will:

- Talk with the Den Leader to acquire the information listed above.
- Check areas of interest to the boys. Do buddy checks in all areas to determine if there is an extra boy there.
- Check all latrines. Check parking area, inside, around and under all vehicles. Check all other structures.
- If you still have not located the boy it is time to go to the next level.
- Gather all dens at den homes. Give them something to do so they will stay in one area.
- Have a leader who knows the boy check each den.
- Notify the Scout Executive and the District Executive
- Divide the staff and assign areas to search. Start with the areas nearest where the boy was last seen.
- Follow instructions given by the Scout Executive if scout is still not found.

SCOUT AND DISTRICT EXECUTIVE:

- Notify the parents.
- Talk to them and try to get an insight into the situation.
- Notify the local law enforcement agency.

Camp Procedures

Adult Leadership – Each pack is required to provide one den leader per every 5 boys per rank.
If possible, at least one of the adults is to be a trained, registered leader.
Each pack shall designate an adult to be the Pack Coordinator. This person needs to remain on site all day.
No leader is to take any boy or group of boys out of the designated day camp area.
Portions of the camp may be marked with caution tape as off limits. Please stay out of these areas.
Leaders are to remain with their dens at all times unless a fellow DL has agreed to watch their scouts.

- **Transportation** – Transportation is on your own. Safe driving standards are expected. Park in designated areas only. Car pooling is encouraged.
- **Check-in/Check-out procedures**

  Check-in- The Pack Coordinator will be given a clipboard to use for check-in that also includes all schedules, special information and any program changes. Attendance will be taken everyday for both campers and staff. The Pack Coordinator will turn in attendance on the clip board immediately after all campers are accounted for and before opening ceremonies. If anyone arrives after the Pack Coordinator has turned in the registration or after opening ceremonies have begun, they must check-in at the registration table before joining their group. Absent campers must have their whereabouts verified with their parents.

  Checkout- Pack Coordinators will checkout campers from their pack leaving camp at the end of the day. The coordinator should not leave camp until everyone from their group has been properly checked out and picked up. Anyone leaving camp early must sign out at the registration table.

No boy will leave camp during the day without permission of the Camp Director and will be released only to the person or persons as directed by his parents in writing. A PHONE CALL FROM A PARENT WILL NOT BE SUFFICIENT TO RELEASE THE BOY TO A PERSON WHO IS NOT LISTED ON THEIR FORM! THE PERMISSION TO RELEASE A BOY MUST BE IN WRITING OR IN PERSON.

- **Visitors**- Visitors must check-in and out with the Camp Registrar. Visitors will only be permitted in if they are listed on the scout's registration form as an authorized visitor. Photo identification is required. Visitors must wear the provided armband at all times on the camp site.
- **Schedule**- Please follow your schedule. Any changes will be announced. Thank you for your patience.
- **Den Homes**- Den Leaders may set-up Den Areas (chairs, coolers etc.) on Wednesday, June 6th between 4:00pm and 7:00pm. Each den is responsible for keeping their den home clean. We ask that everyone be respectful to each other's den homes.
- **Trash**- Each person, den and pack is responsible for his or her own trash. Trash must be placed in a trash bags located in several areas around camp or in the main dumpster. Trash bags in den areas are to be removed at the close of each day by the Den Leader and placed in the dumpster.
- **Conduct**- Scouts and their leaders are expected to conduct themselves in accordance with the Cub Scout Promise and The Law of the Pack at all times. Scouts and their leaders are expected to conduct themselves in accordance with the Cub Scout Promise and The Law of the Pack at all times.

✌ No swearing, obscene or abusive language will be tolerated from adults or scouts.

- No smoking is permitted on the campgrounds or in view of the scouts.
- No alcoholic beverages, illegal substances, chewing tobacco or weapons of any kind are permitted in camp.
- Boys will not be allowed to have or use knives except in certain activity areas where they will be provided and then only under the supervision of an adult. Knives brought into camp will be collected at the start of camp and returned at the end of the day.
- Throwing of objects is prohibited except as part of a planned activity.
- Boys are not to have or use matches unless under the direction of an adult in certain activity areas.
- The buddy system will be in effect at all times.
- **Advancement**- You will be provided with a list of achievements. It is your responsibility to verify your scout's participation.
- **Telephone**- There is NOT a telephone at the camp for incoming calls. Should anyone need to contact a leader or boy with an emergency message, they should call the Council Office at 883-1636 ext 238. Please limit calls to only extreme emergencies.

Duties of the Den Leader

- Attend MANDITORY training before camp. Complete instructions and safety information will be provided at the meeting. Youth Protection Training will be offered after this meeting for anyone who needs it. Unregistered leaders must provide proof of training.
- Be respectful and responsible to the Camp Director and the Camp Program Director.
- Take care of any medications from your den by turning them into the first aide station.
- On the first day of camp implement the buddy system and maintain it throughout.
- Escort the den encouraging signing and den yells as they move from one place to another.
- Help boys learn songs form the Camp Songbook.
- Take a head count upon arriving at each program area. Follow the missing boy procedure if necessary.
- Assist in program areas as needed. Be respectful at all times of the staff leadership in the program areas.
- Report any staff issues to CD rather than discussing it in front of scouts.
- Ensure camper safety. Prevent such dangerous actions as rock throwing, horseplay, etc.
- Escort scouts (with their buddy) to first aid as needed.
- Maintain control over the den at all times. Report any problems you cannot handle to the CD. The CD handles all disciplinary problems with campers.
- Remember, the scouts are always watching you, exhibit GOOD Scout-like behavior. Your enthusiasm will carry over to the boys. Be positive and encouraging at all times.
- DL may bring cell phones, but we ask that the ringers be turned off and that they are used only when necessary so that they do not detract from DL Responsibilities or spoil the Day Camp Experience.
- Dens will remain together as a den throughout the day.
- Dens will not be Pack specific we will be mixing up the Packs and Dens. This is done to expose your boys to different Scouts and allow for new friendships to form.
- Relax, have a good time, and most of all have fun with the boys. Remember… Day Camp is a time for the boys to have fun! The quality of fun the boys have at camp will depend on our program PLUS you as a leader or parent. Let the boys yell, get dirty and most of all HAVE FUN! Have fun with them… yell with them, get dirty with them… no one will mind.
- Contact information for other den leaders in your den will be provided to you. Please contact them to discuss who will bring what. Please label all items you bring with your name and pack number.

Duties of the Pack Coordinators

- 7:45 AM Arrive Early!
- 8:00 AM follow Check-in Procedure
- 8:30 AM Opening Ceremonies
- Have your campers, with their den leader, report to their den homes for opening ceremonies.
- 3:45 pm Follow Check-out procedure
- IMPORTANT: If camp is cancelled due to severe weather, a member of the camp planning staff will contact you. You will be responsible for notifying the campers from your pack.

Pack Coordinators Guide to Surviving Day Camp

- Have an accurate pack roster.
- Do bring a cell phone.
- Know how everyone plans to arrive at, and depart from, Day Camp and with whom.
- Prior to Day Camp, copy and distribute to each scout's parent the FAQ's

Staff and Den Leader Registration

Staff Type:

___Adult Staff ___Junior Staff (14+ years) ___ Den Leader

I (have / have not) served on Day Camp Staff before

I (have / have not) been convicted of a felony

Name: _____ Birth date: _____ Unit #:_____

Address: _____ City: _____State:_____ Zip: _____

Phone: Home ( ) _____ Work ( ) _____ Cell ( ) _____

E-mail address_____

Emergency Contact: _____ Phone: ( ) _____

T-Shirt Sizes (Adult Sizes)
___Small ___Medium___Large ___X-large ___XX-large ___other (specify) ____
I have training in the following areas:
___ First Aid ___CPR Certification ___**Youth Protection*** ___CPR ___EMT Certification
___BSA Range Certification ___BSA Lifeguard ___Safe Swim

***If you are not a registered leader you need to register as a scout parent (free) and take youth protection training.**

I will be attending these days:
___All Day ___ Thursday ___Friday ___Saturday

Position Desired:
___Den Leader ___Wolf Den ___Bear Den ___Webelos I & II ___Tiger Den
___Day Camp Staff ___Program Area ___Tot Lot ___Other _____

Do you want your son in your den? ___NO ___YES
Scout's name _____ Rank _____ Unit _____
(Please turn over for commitment form)

As a Day Camp Staff/ Den Leader volunteer I agree to the following:

1. I will attend one of the mandatory Day Camp Staff Trainings listed below at the Scout Service Center, 1616 S. Eastgate Ave., Springfield, MO.
2. I will arrive at Camp each morning no later than 8:00 am ready to fulfill my duties and remain until closing each day. Lunch will be provided for staff all 3 days, Den Leaders will need to bring their own lunch.
3. I will wear the official Day Camp T-Shirt every day. shorts may be worn, but no short shorts. Wear sensible, comfortable shoes No open toed shoes.
4. I will be courteous, patient, and helpful to all in camp and will avoid abusive language, swearing, or aggressive behavior at all times.
5. I will not bring alcohol, illegal substances, firearms, knives, or any other weapons onto camp grounds at any time. I will smoke only in the designated areas and will not leave scouts unsupervised to do so.
6. I will participate and help at my designated program area.
7. I will always have another adult present when disciplining a child. I will bring any serious behavior or discipline issues to the attention of the Day Camp Director.
8. I will "Do My Best" to help make Day Camp a safe and fun experience for everyone involved.

Signature: _____

DL #: _____ State: _____ Exp. Date: _____

Personal Health and Medical Record must be completed and accompany this form when submitted for registration.

References

Name _____ Phone ( ) _____

Name _____ Phone ( ) _____

Mandatory Day Camp Training Dates
You must attend one of the following dates
at the Scout Service Center, 1616 S. Eastgate Ave., Springfield, MO.

Thursday March 27 6- 8 PM

Saturday April 12 9 AM to 11 AM
we will have YPT training for anyone who might need it

Tuesday May 13 6- 8 PM

Youth Registration

Registration Type

___Registration $45.00
___Tot Lot Registration (at least 3 yrs and toilet trained) **$25.00** (Staff & DL children only)
___Tiger scout and partner ($18 registration) **(This registration can be done as late as late May 1st Roundtable)**

Registration deadline is March 6th at Roundtable. ***All Registration packets must be complete at time of turn-in including the current Health forms.***

Absolutely no registrations with the expectation of Tiger will be accepted after that date without approval of the Camp Director.

Name _____ **Birth Date** _____ **Pack #** _____
First **Last**

Address_____ **City** _____ **State** _____ **Zip** _____

Parent/Guardian _____ **Relationship** _____

Phone: Home ( ) _____ **Work ( )** _____ **Cell ( )** _____ **E-mail** _____

Emergency Contact: _____**Relationship** _____ **Phone: ( )** _____

Emergency Contact: _____**Relationship** _____ **Phone: ( )** _____

Has your scout previously attended Day Camp? ___Yes ___No

Alternate Pick-Up
In the event that I am unable to pick-up my child from Day Camp for any reason, the following individuals have authorization to pick-up my child **(must present a valid state or federal picture I.D.).**

Name: _____**Relationship** _____ **Phone: ( )** _____

Name: _____**Relationship** _____ **Phone: ( )** _____

Authorized Visitors
The following individuals are authorized to visit my son at Day Camp (if not listed above). **All visitors must check in at the registration table, show a valid state or federal picture I.D., and receive a visitor's tag.**

_____
_____
_____
(Attach separate sheet if necessary)

Scout T-shirt Size
(Youth Sizes) ___ Small (8-10) ___Medium (10-12) ___Large (12-14) ___X-large (14-16)

(Adult Sizes) ___Small ___Medium___Large ___ X-Large ___XX-Large

Grade Level (Fall 2014)
___First (1) ___Second (2) ___Third (3) ___Fourth (4) ___Fifth (5)

Rank during Day Camp
___Tiger ___Wolf ___Bear ___Webelos

Parent/Guardian Signature: _____Date:_____
Personal Health and Medical Record must be completed and accompany this form when submitted for registration.

Pathfinder District Cub Scout Day Camp 2014

Dear Cub Scout Parents,

This year at Day Camp we are helping ***the Bears*** to earn their Whittling Chip Card. They will be carving soap with knives, taking a Whittling Quiz and learning Proper Knife Safety. We would like to award your Bear with his first pocketknife as a reward for his hard work. If you give your permission, please sign the lower half of this form and return it with your Scout's registration form. Your Scout will not receive a pocket knife unless this permission form is completed and returned before Day Camp.

Thank You,

Amy Mitchell
Day Camp Director

Pathfinder District Cub Scout Day Camp 2014

I give my permission for my Cub Scout with the ***rank of Bear*** to receive a pocketknife for earning his Whittling Achievement 19 located in his Bear Handbook.

_____ _____

Cub Scout's Name Pack No.

_____ _____

Parent/Guardian Name (Please Print) Telephone #

_____ _____

Signature Date

Pack Registration Form

Pathfinder District Cub Scout Day Camp 2014

Pack # _____ Day Camp Coordinator _____ Phone # _____

Pack enrollment for registration:

Tiger pairs _____X $15.00= $_____

Wolves _____X $45.00= $_____

Bears _____X $45.00= $_____

Webelos _____X $45.00= $_____

Den Leaders _____X $10.00= $_____

(One REQUIRED per every five Scouts per rank)

Tot Lot _____X $25.00= $_____

_____

_____

_____

_____

Total amount Due $_____

Total # of Scouts _____ Total # of Den Leaders _____ Total # of Tots _____

T-Shirt Information

(Totals per rank or position)

	Tigers	Wolves	Bears	Webelos	DL with rank (ex: 2-wo 1-b 3-we)	Tot Lot
Y Small						
Y Med (10-12)						
Y Large						
Adult Small						
Adult Med						
Adult Large						
Adult X-Large						
Adult XX-Large						

For sizes larger than XXL please write size needed below (up to 4XL)

Name: _____ Size: _____ Position: _____

Name: _____ Size: _____ Position: _____

Name: _____ Size: _____ Position: _____

Den Roster Form

Pathfinder District Cub Scout Day Camp 2014

Pack # _____ Den Rank (circle one): Tiger * Wolf Bear Webelos

*for Tiger rank please list adult partner as the pick-up person and ignore the DL section

	Scout Name	Authorized Pick-up Person(s)	Phone #
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			

	Den Leaders	Phone #
1.		
2.		
3.		
4.		