



# CUB SCOUT

OZARK TRAILS COUNCIL, BSA

## RESIDENT CAMP 2024

EST 1924  
**CAMP**  
ARROWHEAD

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## Welcome to Arrowhead:

Hello Cub Scout Leaders!!

We are excited you have considered attending Camp Arrowhead for our Centennial Celebration Summer. Our Ranger Corps has been hard at work during the winter to prepare our grounds for a fantastic camping season.

Our most exciting update, though, is to the camp swimming pool. Our pool will feature an entirely updated chlorination system, pool liner, and a more shallow area to accommodate our smallest non-swimmer Scouts.

I hope to see you this summer for a fantastic Cub Scout camp!

Austin Grega  
Camp Director

## Cub Camp Schedule

Cub Scout Resident Camp 2024 Sessions:

**Session 1: June 30th-July 3<sup>rd</sup>**

**Session 2: July 7th-10th**

## Camp Reservation Policy:

Reservations details are as follows:

A reservation deposit of \$100 is required. (More than one site needed? Each site requires a deposit. 2 sites = \$200 deposit)

The deposit is applied to the current year's fees and is not transferable to future years.

The site deposit fee is NON-REFUNDABLE.

If sharing a site with another unit, each unit must pay a deposit.

Deposit is due in the Springfield Service Center within 14-days of submitting form, calls or emails.

We will be doing registration through our online system [Black Pug](#).

## Camp Fees:

	Youth Fee	Adult Fee	DEPOSITS DUE
<b>Cub Scout Resident Camp</b>	<b>\$170.00</b>	<b>\$120.00</b>	<b>\$35.00/youth, by April 15th, 2024</b>

Units must pay a non-refundable \$35.00 deposit per youth to reserve their space. This holds the youth spot in camp and allows the Camp Administration to better plan for their program rotations and meals.

There is a \$5 early bird discount if all fees are paid no later than Monday, May 1, 2024.

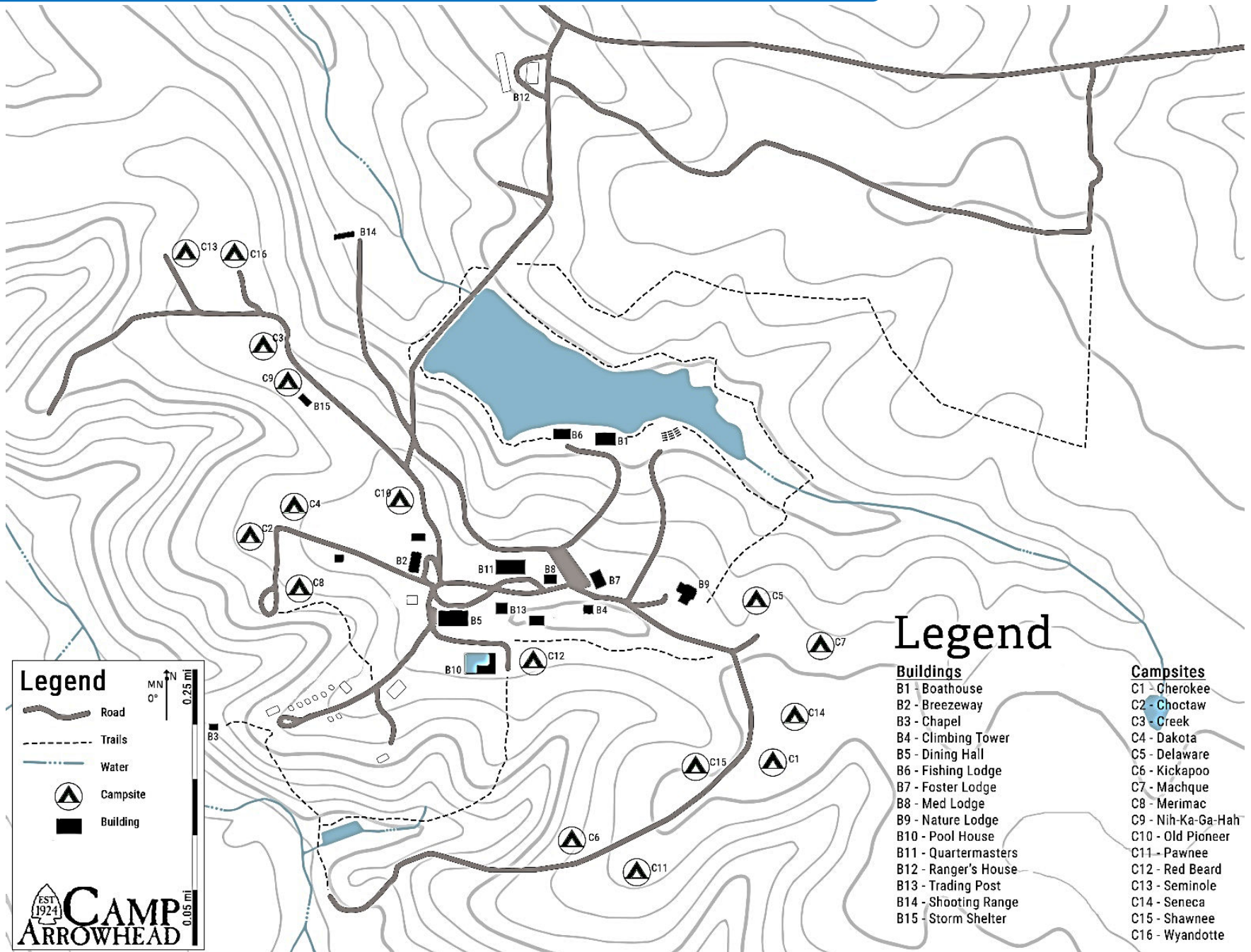
## **For ALL Resident Camp Fees:**

*Payment for 2024 Resident Camps can be made by Cash, Check or Money Order made out to Ozark Trails Council. Credit Card payment will be made available but will be assessed a 3% service charge above the full camp fee (listed above).*





## Camp Map:



## What to Expect:

### **Your Pack Chose Camp Arrowhead! What next...**

OK! You're coming to Camp Arrowhead for an amazing camp adventure! It is never too early to start planning. Below are the items to allow you and your Scouts to prepare for camp in a timely fashion...

Sample Agenda and Parent's Information Packet

Once you have chosen Camp Arrowhead, it is a good idea to create a presentation for the Scouts and Parents of your unit to review the program and activities offered at Camp. This will allow them to start thinking about what program or merit badges in which they would like to participate while at camp.

Presentation with Power Point, videos, photographs.

Describe camp program, advancement opportunities and special program experiences.

Testimonies from older Scouts who have attended and enjoyed Camp Arrowhead.

Review Logistics; time, date, locations, fees, camp savings plan, assistance applications, fee payment schedules, trading post, etc.

Distribute and explain medical forms. [set target date to collect parts A and B of med form]

Transportation needs. [must be a seatbelt for every participant]

Camp Leadership needs. [2 deep leadership]

Questions & Answers.

### Hints To Get Excited About Camp

Take Scouts on campouts to Camp Arrowhead in the off-season.

Provide Unit Scholarships to Scouts who do something special.

Talk about summer camp plans often with Scouts and parents.

Conduct a special parent's night orientation/presentation about Camp Arrowhead.

Have a camp bulletin board at every meeting with pictures, sign-up, program, etc.

## Unit Roster:

Each Unit will be responsible for completing a roster of Scouts and leaders attending camp. This will be completed in [Black Pug](#).

## **Planning for Adult Leadership:**

### **ADULT LEADERSHIP REQUIREMENTS**

**Reminder, it is the policy of the Boy Scouts of America to follow two-deep leadership rules and policies. You must have 2 BSA registered adults. If your unit is only able to provide 1 registered Adult Leader, please contact the Council Office for assistance in making arrangements to combine your unit with another. This will provide 2-deep leadership requirements to be met.**

### **BSA Health Forms:**

It's never too early to provide your Scouts with the latest, most up to date BSA Health Form. Provide them with the form and start reminding them to schedule an appointment with their Doctor sometime in March!

Each Scout and Adult Leader at Camp Arrowhead must turn in a completed BSA Health Examination Form at check-in. Parts A & B are REQUIRED for Cub Resident Camp.

You must use the latest BSA Form only, which can be found at [Black Pug](#). There are no waivers or exceptions. They will be returned to the unit at the end of the session with your check out packet. We advise you to provide us with a copy of the form, while you keep the original. We will review the forms at check in to ensure the forms are completed with all required signatures.

**Camp Arrowhead Risk Advisory:** Camp Arrowhead is a walking camp. We do have some hills (down to the range, down to the Council Ring) and we do have some camp sites which are over half a mile away from main camp. Be prepared to walk to these outer locations. Our campsites do not have electricity. Be prepared for the limited amenities. Camp Arrowhead is at least 40 minutes away from regional hospitals via ground transportation (medical staff is on site).

Please take these factors into consideration when preparing for camp. While Adult Leadership is a key part of Scouting and setting the example for the young Scouts, PLEASE do not push yourself beyond your comfort level, your capability level, and certainly do not risk your health to be at camp.

If an adult requires special sleeping arrangements such as electricity for a CPAP machine, must sleep reclined in car, etc., please complete the Special Physical Arrangements Needs Form at ([Black Pug](#)) to allow us to prepare for accommodations, locations, and potential 2-deep leadership coverage.



## Packing List:

### INDIVIDUAL SCOUT ITEMS

BSA Health Form A, B, C  
 Scout Handbook  
 Official Scout Uniform  
 Clothing for Season  
 Extra socks, underwear  
 Toothpaste, Shampoo, Soap  
 Comb  
 Swimwear, Towel  
 Daypack  
 Canteen or Water Bottle  
 Sleeping Bag, Pillow, Cot  
 Flashlight, Extra Batteries  
 Pocket Knife  
 Insect Repellent  
 Sunscreen  
 Rain Gear  
 Close-toed Shoes or Boots  
 Hat / Sunglasses  
 Belt  
 Spending Money  
 Bible or Prayer Book  
 Merit Badge Materials  
 Drinking Cup \* Need this every day for meals

### OPTIONAL ITEMS

Binoculars  
 Camera  
 Small Mirror  
 Sewing Kit  
 Mosquito Net  
 Clothes Pins  
 Musical Instrument  
 Camp Chair  
 Fishing Gear  
 Stamp / Envelopes  
 Work Gloves



**Mark your items  
 with your Name  
 and Unit Number**

### UNIT ITEMS

Pitchers /Jugs for juice mix  
 American Flag  
 Patrol/Unit Flag  
 First Aid Kit  
 Program Books  
 Rope / Twine  
 Coffee / Coffee Pot  
 Cooking Gear  
 Lockable Cash Box  
 Unit Roster Sheet\*  
 Axe, Saw  
 Lanterns, Fuel  
 Water Jug  
 Thumbtacks  
 Troop Lock Box  
 Trash Bags

### **DO NOT BRING ANY OF THE ITEMS LISTED BELOW:**

- Boxing or Martial Arts Equipment
- Climbing/Rappelling Equipment
- Fireworks
- Immoral Materials
- Personal Firearms / Private Ammunition
- Camouflage Clothing
- Personal Archery Equipment
- Illegal Drugs & Alcohol

**NO OPEN TOE  
 SHOES  
 ALLOWED –  
 CLOSED TOE  
 SHOES  
 REQUIRED AT  
 CAMP**

### PROVIDED BY CAMP ARROWHEAD

Campsite Flagpole  
 Two-Person Canvas Tents  
 Latrine or Portable Latrine  
 Water Bucket (Fire Guard)

Tent Platforms (wood / concrete)  
 Bulletin Board  
 Water Supply  
 Toilet Paper

Picnic Table  
 Campfire Area  
 Rake, Shovel, Broom  
 Trash Barrel

## Special Needs Requests:

Persons with special dietary, medical, or allergy requirements must complete the Special Needs Request form at [Black Pug](#) (At least 4 weeks in advance of your camp session.) Camp staff will make every effort to accommodate a camper's needs in a timely manner. The form helps us plan so necessary items and staff are available at the time of need.

## Getting Around Camp:

Camp Arrowhead is a walking camp with most program areas being centrally located in our main camp area. Some areas are a bit far off for safety reasons, such as the shooting range which is down the hill about half a mile.

If a youth has a special need for transportation, a "Special Physical Arrangements Needs Form" must be filled out and filed at [Black Pug](#), 4-weeks prior to attending camp.

Camp staff will make every effort to accommodate a camper's needs in a timely manner. The form helps us plan so necessary items and staff are available at the time of need.





## Camp Arrowhead Pool:

Camp Arrowhead offers a pool with designated areas for all levels of swimmers. Swim checks will be conducted during check-in, but can also be completed prior to arriving at camp. To do this, please use the Unit Swim Classification form found at [Black Pug](#) and at the end of this guide.



## BSA Swim Check:

The swimming classification of individuals participating in BSA activities is a key element of Safe Swim Defense, Safety Afloat and the Guide to Safe Scouting. Swimming classifications must be renewed at least annually within the calendar year of summer camp or of the activity swimming will be a part. To help facilitate this requirement, we are happy to help with two options: Where appropriate and safe, swimming classification tests can be conducted prior to summer camp. All persons (youth and leaders) are required to complete the swimming classification test prior to aquatics activities.

If your unit wants to complete the BSA Swim Test prior to camp, great! It will certainly save you some time when checking in.

The BSA Swim Test Requirements can be found below and at [Black Pug](#).

The Council Unit Swimming Classification Form can be found in the Appendix and at [Black Pug](#).

**SPECIAL NOTE:** When swim tests are administered away from camp the aquatics staff reserves the right to review, or retest some or all persons listed to assure the safest standards have been maintained.



## **Ozark Trails Council Swimmer Classification Procedure:**

**Administration of swimming test options:**

*Complete the swimming test upon arrival at camp,*

**OR**

*Complete the swimming test prior to arrival at camp (\*within the current year):*

*The test must be administered by a certified person (Limited to BSA, Red Cross, or YMCA Lifeguard)*

**AND**

*The results must be reported on the official Ozark Trails Council Form*

**AND**

***A COPY OF THE LIFEGUARD'S CERTIFICATION CARD MUST ACCOMPANY THE SWIM TEST RECORD.***

**Failure to follow these instructions will result in nullification of the report and swim tests will be re-administered upon arrival at camp.**

**SPECIAL NOTE:** When swim tests are administered away from camp the aquatics staff reserves the right to review, or retest some or all of the persons listed to assure the safest standards have been maintained.

## **BSA Swim Test Requirements:**

### **Swimmer Test – Blue Swimmer**

This swimmer test demonstrates the minimum level of swimming ability required for safe deepwater swimming. The various components of the test evaluate the several skills essential to this minimum level of swimming ability.

Jump feet-first into water over your head in depth.

The swimmer must be able to make an abrupt entry into deep water and begin swimming without any aids. Walking in from shallow water, easing in from the edge or down a ladder, pushing off from side or bottom, and gaining forward momentum by diving do not satisfy this requirement.

Swim 75 yards in a strong manner using one or more of the following strokes: sidestroke, breaststroke, trudgen, or crawl; then swim 25 yards using an easy, resting backstroke.

The swimmer must perform a restful, free-breathing backstroke which can be used to avoid exhaustion during swimming activity. This element of the test necessarily follows the more strenuous swimming activity to show the swimmer is, in fact, able to use the backstroke as a relief from exertion. The change of stroke must be accomplished in deep

water without any push-off or other aid. Any variation of the elementary backstroke may suffice if it clearly allows the swimmer to rest and regain wind.

The 100 yards must be swum continuously and include at least one sharp turn.

The total distance is to be covered without rest stops. The sharp turn demonstrates the swimmer's ability to reverse direction in deep water without assistance or push-off from side or bottom.

After completing the swim, rest by floating.

This critically important part of the test evaluates the swimmer's ability to maintain himself in the water indefinitely even though exhausted or otherwise unable to continue swimming. Treading water or swimming in place will further tire the swimmer and therefore is unacceptable. The duration of the float test is not significant, except it must be long enough for the test administrator to determine the swimmer is resting and likely could continue to do so for a prolonged period. Drown proofing may be sufficient if clearly restful, but it is not preferred. If the test is completed except for the floating requirement, the swimmer may be retested on the floating only (after instruction) provided the test administrator is confident the swimmer can initiate the float when exhausted.

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### **Beginner Test – Red Swimmer**

The test demonstrates the beginning swimmer is ready to learn deep-water skills and has the minimum ability required for safe swimming in a confined area in which shallow water, sides, or other support is less than 25 feet from any point in the water.

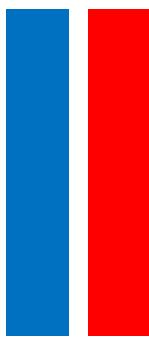
Jump feet-first into water over the head in depth, level off, swim 25 feet on the surface, stop, turn sharply, resume swimming as before, and return to starting place.

The entry and turn serve the same purpose as in the swimmer test. The swimming can be done with any stroke, but no underwater swimming is permitted. The stop assures the swimmer can regain a stroke if it is interrupted.

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### **Non-Swimmer Test – White Swimmer**

No test is required; however, all are encouraged to get in the water. Non-Swimmers do have an approved and supervised section in the Camp Arrowhead pool.



## Youth Protection / Buddy System :

**Summer Camp should be a special place for all Scouting youth! All adults MUST have completed the BSA Youth Protection Training prior to camp.**

Protection for leaders and youth are provided by:

The “buddy system” of two or more Scouts, who stay together, to and from activities. This is in effect at all times at Camp Arrowhead.

One-on-one activities with a youth and adult are not permitted.

Youth and adults will not share the same tent (except for a parent and their Scout).

Youth privacy is to be maintained in shower and dressing areas (supervision is necessary only to the extent required to ensure safety and discipline).

Units are encouraged to use a “checkout system” in their campsite. If any Scout is missing, it should be promptly reported to the Camp Director.

Any allegations of child abuse or misconduct should be reported immediately and directly to the Camp Director or Lead Commissioner.

Boy Scouts of America policy states one adult may never lead Scouting activities and meetings. At least two registered adult leaders, both must be 21 years old, must be present at all times. Packs with female youth members must also have at least 1 female leader over the age of 21 present. The majority of the instruction, discipline and organization of your unit will come from your own unit leadership. The staff works with you - our purpose is never to take over your job as leader of your unit, rather, it is to assist you in achieving the utmost respect of your Scouts, to work as your special advisers and helpers, and to provide an environment in which your unit can grow and thrive.





## Visitors and Family at Camp:

- **Visitors are welcome to attend the closing campfire.**
- **All visitors must check in at Foster Lodge and check out by 10:00 p.m.**
- **Visitors and Family will not be allowed to stay overnight.**
- **Visitors must stay in campsites or main camp areas.**
- **Visitors will wear the appropriate wrist band while at Camp.**
- **Visitors must obey all camp rules (no open toed shoes, no pets, etc.)**

*Please make sure Visitors are aware of the key rules before they arrive. Also make sure they are aware they will need to check in and pay for meals.*

Visitors are welcome to dine with their unit in the dining hall, seating space permitted or during in-camp cooking but must purchase meal tickets at the Trading Post in order to eat in the Dining Hall or with units during in-camp cooking. At the time of payment, a meal voucher will be issued. Present the meal voucher at the dining hall when eating. If payment is not made at the Trading Post, the fee will be added to the Unit total cost and must be reconciled at checkout.

### **Cost:**

<b>Breakfast \$5.00</b>	<b>Lunch</b>	<b>\$6.00</b>	<b>Dinner</b>	<b>\$7.00</b>
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## 2 Weeks Prior to Camp:



**Wow, 2 weeks to camp. Better get ready!!**

- Does the Unit have adequate leadership?
- Make sure parents have information on departure time, return time, and telephone number for emergencies.
- Make sure Scouts have necessary equipment.
- Each Scout and Leader should have filled out a proper health history/physical exam form.
- All fees collected.
- Transportation arrangements completed.
- All Scouts are officially registered in your unit before you leave for camp.
- Scouts have adequate rain gear to take along.
- Special Needs forms submitted to Black Pug.
- Call Ozark Trails Service Center or Camp Arrowhead at least a week in advance if you expect any problems.

## The Day You Leave:

All receipts for fees already paid are with you.

Have adequate money to pay additional and unpaid fees at Camp secured.

We recommend you bring at least two blank Unit checks.

Pack equipment packed.

Bring along 2 copies of each Scout's and adults medical forms. (1 for us, 1 for you) • Map on how to get to Camp Arrowhead.



**“Be Prepared” to have a GREAT time!**

## Role of the Cubmaster at Camp:

### CUBMASTER IN CAMP

It is desirable for the regular Cubmaster to be the camp leader, but if he or she is unable to attend full-time, the Pack committee should name a “camp Cubmaster.” The Cubmaster in Camp works in developing and scheduling the Pack's program. He or she should participate in the daily Cubmaster meetings and then assign and coordinate the responsibilities of all adult leadership for the unit.

## Uniforms in Camp / Footwear:

The official Scouts BSA uniform is always appropriate dress at Camp Arrowhead.

A Scouting oriented shirt or other appropriate shirt may be substituted during program time and at the campsite.

Look sharp and show your Unit's Scouting Spirit by being the best uniformed unit at Camp Arrowhead!

***We ask the official Boy Scout uniform to be worn at these times:***

Upon Arrival & Departure

Flag Raising in campsite

Flag Lowering in campsite

During other times, the “activity” uniform, a Scout t-shirt & shorts, socks and sturdy closed-toe footwear are desirable.

**NO OPEN TOED SHOES (FLIP-FLOPS OR SANDALS) WILL BE ALLOWED.**

## Check-In

OK, We're in the parking lot. Now what??

Great you are here. The first step will be to have the Cubmaster head into Foster's Lodge to start the check in process! Check in times will be from 1:00pm – 3:00 PM. Arrive during your scheduled time slot, if you arrive early please be patient as the Camp Staff may be making final preparations for your stay at camp!



Check in will be at your Scheduled time. (You will be sent a link to select a time slot)

Arrive at your Scheduled time between 1:00 p.m. - 3:00 p.m.

Registration is at Foster Lodge.

Only the Cubmaster is allowed in Foster Lodge at time of check-in.

Cubmaster will meet with the Camp Business Manager to finalize Camp finances and the Camp Health Officer to review medical forms

After the unit has checked in with Foster Lodge, the unit will be led by their assigned Pack Guide on an exploration tour of Camp Arrowhead.

### **The following items will be collected at Check-In:**

- **Final Camp Payments and Program Fees**
- **Unit Roster (Youth and Adult)**
- **Health Records (reviewed for signatures and checked boxes)**
- **Unit Swim Checks (if completed prior to camp)**

One (1) Vehicle will be allowed in campsite during equipment drop off. All motor vehicles must be parked in the Camp parking lot. Unit equipment trailers may be left in camp. **DO NOT DRIVE TO CAMPSITE WITHOUT CHECKING IN AT FOSTER LODGE.**

## Pack Guides and Orientation

When a Pack checks in to Camp Arrowhead, they will be assigned a Pack Ambassador. The Ambassador will take you on a tour of Camp and will make sure your campsite is in order. The same Ambassador will assist you during checkout of your campsite. Ambassadors will be encouraged to visit with you throughout the week to check in on your experience.

During your Camp orientation tour, you will visit the pool for swim checks, medical lodge to turn in prescription medications, and most other areas of camp for a thorough overview of where things are located and what Camp has to offer.



## Opening Leader Meeting:

There will be a Cubmaster meeting held at the council ring, the first evening you are in camp. The purpose of the meeting will be to inform the leaders of new information, introduce the Program Area Directors and finalize camp advancement. This is a great time to have any questions answered before the first big day!

## Youth / Adult Early Check-Out during Camp:

**Early check-out sometimes cannot be avoided; however, it is best if everyone can stay for the entire session for the optimum experience. If a camper or adult needs to check out early, the process is as follows:**

**Youth:** A “Youth Leave Form” is completed at Foster Lodge and must be approved by the Cubmaster and Camp Director. A camper may leave only with a parent or guardian, or with a written release form — the written release must specify the name of the individual transporting the youth. A photo ID is required to check a youth out of Camp.

**Adult:** The person must check out at Foster Lodge. The date and time of expected return must be noted, if applicable. Remember, units are always required to have two-deep adult leadership in Camp.

## Lost and Found:

Every summer LOTS of items are left behind. If you misplace an item or leave your towel at the swimming pool, you can find it at the Commissioners Corner, in main camp. The Lost and Found collection might have your missing item!

Leaders should encourage each Scout to mark their possessions with their name and unit number. It is highly recommended each camper leave valuables locked in their campsites or in the care of an adult leader when using the pool. Unsecured baskets are available, but lockers are not available. The camp is not responsible for lost or stolen personal items.

## Shower Facility

Warm water showers and flush toilets are located in the bathhouse at the pool. Separate facilities are provided for adult staff/men [18 & over], adult women [18 & over], youth male campers and staff [18 & under], and youth female campers & staff [18 & under].

New Showers for adult women have been added, they are located on the south side of the pool house. There are also several single stall shower units on the North side of the Pool House. These can be used by anyone at any time as they are single units.

If at any time you notice the shower facility needing to be cleaned or resupplied, please notify the Pool Staff. It is also helpful if Unit Leaders monitor the area during shower times to help minimize horseplay and potential bullying.

Youth Protection Guidelines must always be observed in this area.

## **Vehicles in Camp, Parking and Speed Limit:**

Vehicles in campsites will be limited to Check-in and Check-out ONLY.

Each unit will be allowed one (1) vehicle at a time per campsite to unload gear at check-in. No Scouts will be allowed to ride in vehicles unloading gear. Unit trailers may be left in campsites for the week. After check-in each vehicle will need to be returned to the main parking lot for the duration of camp. Vehicles are not to be driven past the parking lot without permission from the Camp Director.

If you need additional transportation, check with the Camp Commissioner first. If a vehicle is needed for disability reasons, a Special Needs Request Form must be submitted to Black Pug 4-weeks prior to camp.

If a parent is picking a Scout up early, notify the Lead Commissioner for assistance in getting gear from campsite.

For the safety of Campers --Please follow these policies:

No Personal vehicles will be allowed beyond the parking lot, or in campsites.

Scouts are not allowed in vehicles on inner camp roads.

BSA policies prohibit transporting Scouts, at any time, in the back of pick-ups or trailers.

Unit trailers will be permitted in campsites so long as they are not designated or used for sleeping. They will be allowed along the perimeter of the campsite. Some trailers may not fit in campsites; they may not block any camp roads.

## **Meals will be eaten in campsites:**

**IN 2024 CAMP ARROWHEAD WILL BE CONTINUING OUR MEAL SCHEDULE.**

- **Lunch will be delivered to your campsite by Camp Staff.**
- **Breakfast and dinner will be served in the Dining Hall, with a flag ceremony prior to meal.**

The first meal served on check-in day is dinner and the last full meal is dinner on your last full day in camp. A Continental Breakfast will be served the morning of your departure.

Packs will be provided eating utensils with your lunch. As in years past, drinking cups will NOT be provided in the dining hall. One free bag of ice is provided per unit, per day. These can be picked up at the Trading Post. Additional bags can be purchased for a small fee.

## Check-Out:

Your assigned Pack Ambassador will visit your campsite with you.

One (1) vehicle per campsite will be allowed in to pack up camp.

**DO NOT DRIVE TO CAMPSITE WITHOUT CHECKING AT FOSTER LODGE.**

When you have your campsite cleaned, and signed off by the Pack Ambassador, you can then have the Cubmaster finalize check-out paperwork at Foster Lodge.

Make reservations for next summer.

Finalize any financial obligations.

Pick up all Health Forms for your Pack. (These are not kept on file by the Council)

Pick up advancement and award packets.

Have a SAFE trip home!



## Flag Ceremonies:

Morning and evening flag ceremonies will take place at campsites. An all-Camp flag ceremony will be held before dinner each evening.





## First Aid / Medical Lodge:



Camp Arrowhead is fortunate to have a great medical/health facility staffed with excellent caregivers. The Medical Lodge is located at the west side of the main parking lot and handles minor accidents and illnesses. Special arrangements for the treatment of more serious cases have been made with local facilities. If a serious illness or injury occurs, outside assistance is requested and may result in treatment at a Springfield Hospital. All medical emergencies, no matter how small, must be reported to the Health Officer immediately for treatment and documentation. It is the responsibility of the unit leaders to have the Scouts report to the Med lodge to take their meds.

**Medication should NEVER be administered by anyone other than the Health Officer or an assigned adult member of your Pack.**

## Emergency Health Care:

If a serious illness or injury occurs, outside assistance is requested and may result in treatment at a Springfield Hospital. All medical emergencies, no matter how small, must be reported to the Health Officer immediately for treatment and documentation.

**Insurance Coverage:** *Family Insurance is Primary*-The responsible party for all medical services is the family of the injured person. The family insurance must be reported to the hospital for future communication and billing. Insurance information must be reported on each medical form.

**Ozark Trails Council Units:** *Council Scout Sickness and Accident Insurance is Secondary*-The council provides accident and sickness insurance for each registered member. This Coverage is secondary to any medical insurance the family has. If the family does not have Medical insurance, the Scout insurance becomes primary.

### **Out-of-Council Units:**

Units must provide proof of accident and sickness insurance. If your council does not provide Sickness and Accident insurance for your unit, you may purchase insurance through your council. Please contact your Council office to make arrangements at least 2 weeks prior to your arrival.

## Prescription Medication:

**All prescription medication and over the counter (OTC) medicine must be submitted to the Medical Lodge for safekeeping and storage at check-in.**

The Health Officer must approve exceptions and include: insect sting kits, heart medication, asthma inhalers, and other medication required immediately in an emergency. The Health Officer may assist the unit leader in insuring prescription medications are taken as scheduled. All prescriptions and OTC medication will be returned at the end of the session. All units keeping medications in camp will be required to keep them in a locked box and must keep a log of all medications given and turned in to Fosters lodge at check out.

## Home Sickness:

*Camp Arrowhead might be the first time a youth has spent any time away from home.*

*Homesickness can sometimes happen at Summer Camp. According to the American Camp Association, research has shown up to 97% of all youth experience some level of homesickness.*

*Homesickness is a form of separation anxiety.*

*But Scouts aren't the only ones to suffer from separation anxiety - parents can suffer also.*

One of the reasons the camp maintains such an active schedule is to keep the Scout busy and engaged so they stop thinking about missing home. Homesickness usually peaks right before bedtime when the day is winding down. It is not uncommon for campers to have trouble falling asleep the first day or two of camp.

Homesickness is a challenge the Scout can overcome and in working through it, the Scout has a better appreciation for their ability to work through a tough situation. Since the goal of Scouting is to build a Scout's self-confidence, everything possible will be done to work through the situation.

The following points should be kept in mind and passed on to parents for dealing with homesickness:

- Calls home are discouraged. All evidence shows calls home make homesickness worse. The Scout will inevitably ask for someone to come get them. This puts the parent in a no-win situation.
- Parents should not make promises to "try it out" or promise to come get a Scout if they don't like camp. This only encourages the camper to give up, and they arrive at camp with an excuse. It may also give the Scout the impression of a lack of confidence from the Parent.
- No hazing or harassment of any boy suffering from homesickness will be tolerated.
- In extreme situations, a leader will call the parents to discuss the situation.

## Quartermaster:

Many types of equipment are available for checkout from the Quartermaster building across from the Trading Post. Persons receiving equipment must sign for it. Please return equipment as soon as possible so others may use it. The cost of any equipment lost or damaged will be charged to the unit using it. The Quartermaster building is open when staff is available. If the Quartermaster is unavailable, all requests should be made to the Lead Commissioner or Camp Director.

## Commissioners:

The commissioner's job is to help units and individuals have a program of fun and adventure. Unit leaders should consult the Camp Commissioner with all problems related to program or administration, as they are the link to the Program Director and Camp Director

Camp Arrowhead is always interested in finding individuals who are willing to volunteer their time (usually one week) and serve Scouting as a Camp Commissioner. If you are interested contact the Springfield Service Center for additional information.

Some of the duties of the Camp Commissioners:

Visit with unit leaders to discuss Camp program or issues  
Provide support to Program Areas when necessary



## Trading Post:

The Camp Arrowhead Trading Post is stocked with numerous items, including snacks, toiletries, T-shirts, patches, and limited camping gear. Plan to spend according to your Scouts' needs. Trading Post hours will be posted and strictly adhered to.

## Chapel:

Vespers will be held at the camp chapel. Date and time will be announced in the general camp schedule.



## **Camp UTV Policy**

Camp UTVs are for staff use only and only trained drivers are allowed to use them. Do not plan on bringing your own golf cart or utility vehicle.

## **Wrist Bands:**

All Scouts and adults must wear a Camp Arrowhead wristband while on camp property. Different colored wristbands will be issued depending on the persons BSA Swim Test Results. All Camp Staff members will always wear a staff name badge. Anyone found not wearing a wristband or a name badge will be directed to the camp office.

## **Ice:**

One free bag of ice is provided per unit per day. Additional ice may be purchased as needed for use in your campsites.

## **Mail – Camp Address –**

Mail is a wonderful thing to receive at Camp and is sure to make someone's day!

Mail is picked up and delivered Monday-Saturday to camp. Outgoing mail should be placed in the mailbox at Foster Lodge before 9:00 a.m. Incoming mail will be available for pickup after 2:00 p.m.

in Foster Lodge. Mail received after a unit has departed camp will be returned to sender. Mail should be addressed:

**Your Scout- First and Last Name**

**Unit #**

**Camp Arrowhead**

**4202 State Highway DD**

**Marshfield, MO 65706**

## Lodging and Campsites:

Two person canvas wall tents on wooden or cement platforms are provided for your unit. Tent Platform sizes are 9'6" x 7'6", plan accordingly. The National Camp Standards for tent sleeping requires 30 square feet per camper.

Packs may choose to bring additional tents that meet this size standard.

"No Flames in Tent" must be stenciled on all tents or have a sign with this message, properly affixed, before Scouts can sleep in them, according to BSA policy.

A latrine and hand washing facility, and picnic table are also located in or near each campsite. Campsites are also furnished with toilet paper, trash barrel, a flagpole, bulletin board, rake and shovel.

***Campsites may be reassigned to best accommodate the number of campers in your unit.***

- All Scouts and Leaders must stay overnight in their established campsites.
- Scouts and leaders are not permitted in Staff housing areas.
- There are no accommodations for non-Scout youth.

***Makeshift showers are not permitted in campsites  
due to health and environmental concerns.***

## Campsite Inspections:

Campsite cleanliness is the responsibility of the unit and unit leadership. Camp Arrowhead uses a self-evaluation method to maintain campsite sanitation. A leader should complete the campsite inspection checklist before 9:00 a.m. and post it on the bulletin board.

Commissioners will visit each campsite between 9:00 a.m. and lunch every day to determine the best campsite of the day between the west and east side campsites.

## Sharing a Campsite:

Units may join, or be joined, together in a campsite to help meet the two-deep leadership requirements or to make efficient use of camp property. It is up to units sharing a campsite to decide if they will participate as one unit or separately in camp activities.

## Personal Firearms and Weapons:

Camp Arrowhead will have firearms, ammunition, bows and arrows needed for use as a part of the Camp Program. The possession or use of personal firearms and ammunition is not allowed in camp. If brought to camp, all items must be checked in with the Camp Administration for safe storage until departure.

- **SHEATH KNIVES:** Per Camp Arrowhead policy, non-folding sheath knives must not have a blade more than 3-inches in length. Throwing stars or martial arts weapons are not allowed in camp.

## **Emergency Procedures:**

*Always Stay Calm - Do Not Panic.  
Your responsibility is the safety of your Scouts.*

### **Medical Emergencies:**

All injuries and illnesses must be reported to the medical lodge for treatment. For insurance purposes, these incidents and their treatment are recorded. We are in contact at all times with a local hospital and physician as well as emergency medical transportation. In conference with the unit leader, the Health Officer and Camp Director will make the final decision regarding medical treatment.

### **Emergencies Requiring Camp Mobilization:**

Upon hearing horns, sirens or notification from Camp Staff, the entire camp is to assemble in unit formation for more information at the dining hall for further instruction. Attendance at camp-wide mobilization is mandatory. Roll will be taken.

### **Fire:**

Notify the Camp Director immediately if a fire gets out of control. The camp will mobilize, and the Camp Staff, under leadership of the Ranger, will fight the fire. Do not attempt to fight fires yourself.

### **Severe Weather:**

Upon notification of severe weather in the area, the Senior Camp Staff will mobilize the camp to take shelter in the Dining Hall until the severe weather passes. If you are near another building during a severe storm, it is permissible to take shelter there until it is safe to travel.

### **Lightning:**

All aquatic activities will be suspended for 30-minutes after seeing lightning or hearing thunder. If lightning or thunder continues, it will reset the time until the danger potential has passed.

*Camp Administration monitors the weather daily. They will use the best judgment possible to ensure the safety of the Camp.*

*At the discretion of the Camp Director, activities may be postponed, cancelled, or extended (swimming time) due to varying types of weather.*



## **Heat:**

Hot summer weather is a fact of camp. Make sure your campers have hats, use sunscreen and drink plenty of water, then drink some more. Ensure your Scouts get sufficient shade and rest during their stay. The Staff will advise you of any other precautions which may be necessary during extreme heat. The camp administration will notify the camp of heat alerts, which are as follows:

**Category I Normal activity, Continue water intake**

**Category II Reduce activity, Increase water intake**

**Category III/IV Sharply reduce activity / Increase water / Beware of Heat Stroke**

**Category V Stop activity / Seek cool areas / Increase water intake**

## **Lost Persons:**

Treat all reports of lost or missing persons seriously. Notify the Camp Director of the missing person, including who is missing, where they were last seen, when they were last seen, what unit they are from, etc. The Camp Director will institute the Camp Action Plan.

## **Fatalities and Serious Injuries:**

The Camp Director will notify the Scout Executive immediately. The Scout Executive, Council President and the family's religious leader will visit the next of kin personally as soon as possible. The family is not telephoned; a personal visit is required. The Scout Executive is the sole person who will visit with the media.

## **Aquatics Injuries (lost bather):**

The camp will mobilize in the event of a missing boater or swimmer when the staff member in charge of the area determines reasonable doubt as to the whereabouts of the person in question. The staff will conduct all search efforts until success or termination of those efforts by the Camp Director.

## **Cell Phone Use:**

Summer Camp should be a special time to bond with other Scouts and enjoy the outdoors. Leaders should have a cell phone for emergency contact and communication. Internet service is available at Foster's Lodge.

## **Fireworks**

Personal fireworks of any kind are not permitted at Camp Arrowhead!

## **Wildlife / Pets:**

Camp Arrowhead takes great pride in the abundant wildlife the camp supports. One thing to remember, we are guests in their natural environment. Care should be taken to avoid disrupting their natural habitat. No wildflowers, animals or wildlife should be collected unless instructed to do so in a merit badge class.

***Do not attempt to handle snakes, spiders, lizards or other wild critters at camp. No hunting or harming is allowed. In most cases, if you leave them alone, they'll leave you alone. If you have a snake needing to be removed from your campsite,***

***DO NOT KILL IT. Contact a Camp Staff Member and they will see the snake is properly removed and relocated.***

***Keep "smellables" in smell-proof containers. Keep your camp area free of garbage.***

***If you see a venomous snake or poisonous spider, notify a staff member.***

***Care should be taken to avoid rodents and rodent droppings.***

Pets other than registered service animals are not permitted for campers or visitors at camp.

## **Tobacco, Drug and Alcohol Use**

The Boy Scouts of America prohibits the use of alcoholic beverages and controlled substances at encampments and property operated by the Boy Scouts of America, or at any activity involving participation of youth members.

Adult leaders should promote that everyone is better off without tobacco in any form and may not allow the use of tobacco products at any BSA activity involving youth participants. This includes the use of electronic cigarettes, personal vaporizers, or electronic nicotine delivery systems which simulate tobacco smoking.

All Scouting functions, meetings, and activities should be conducted on a smoke-free basis, with smoking areas located away from all participants.

Smoking areas will be determined and strictly enforced by the Camp Director.

**Narcotics, Dangerous Drugs, & Alcohol:**

The possession, use, consumption or presence of any marijuana, narcotics, drugs or alcohol is prohibited. Any individual who is under the influence of alcohol [and/or illegal drugs] will not be tolerated on Boy Scouts of America properties. Violators will be required to leave camp. Possession of controlled substances is a violation of state law and may be subject to criminal prosecution.

## **Camp/ Staff Lodging**

A carefully selected resident camp and commissioner staff have been employed to make the most of your summer camp experience. Each Staff member is giving a big part of their summer to live and work at Camp Arrowhead. The Staff's lodging is off-limits to all non-staff, visitors, campers and Unit Leaders. For the same reasons of safety and privacy, Staff is not allowed inside Unit tents. If you are aware of this happening, please contact the Camp Director immediately.

## **Unit Quarters**

The Boy Scouts of America respects the privacy of employees and campers, but reserves the right to enter quarters during reasonable hours when necessary to provide efficient service, reports, improvements, maintenance, fire safety inspections, or to ensure compliance with the regulations and policies of the Boy Scouts of America.

## **Security at Camp Arrowhead**

Any suspicious individual, group or vehicle should be reported immediately to the Camp Director for resolution. Campers, leaders and staff are asked not to leave the camp property unless they have checked-out at Foster Lodge.

When exploring remote areas of camp always have a buddy and tell Unit leaders of location. Do not enter other campsites without permission.

Camp Arrowhead and the Ozark Trails Council are not responsible for any personal loss while at camp.

Even though a Scout is Trustworthy, it is a good idea to lock vehicles and store personal items in a secure location.

All Camp Arrowhead Staff Members are instructed in the procedures of noticing and notifying the Camp Director, Camp Commissioner, or Camp Ranger of any person not wearing an appropriate wrist band.

Individuals not wearing the wristband are known as possible unauthorized persons (UAP). Any person on camp property who is not wearing a wristband and is not a staff member shall be considered a UAP until proven otherwise.



The Camp Staff helps to enforce Camp Arrowhead's intrusion policy. If a Camp Staff Member discovers the presence of a UAP, the staff member will determine if the person is unauthorized. If the person is unauthorized, the Camp Director and Camp Ranger will be notified to determine if the person should be asked to leave camp. At their discretion, the Camp Director may choose to call the sheriff to have the UAP escorted from camp.

## **Vandalism and Pranks**

Vandalism and pranks are strongly discouraged while at camp. While it may seem harmless, it is often destructive to personal and/or Camp property. Anyone observing vandalism should report it immediately to the Camp Director or the Commissioner Staff.

## **Discipline**

The twelve points of the Scout Law are the basic guide for proper conduct at camp. The unit leader and the assistants are responsible for the discipline and order of their Pack. The Camp Staff will not assume responsibility for, nor interfere with units unless it directly involves the health and safety of Scouts. The Camp Commissioner will be apprised of any problem and notify the Camp Director. They will then refer the problem back to the Leader of the Unit. No arrangements will be made to send a Scout home before informing the Camp Director. Scouting is designed to provide a safe and healthy environment for your youth. Please review the Code of Conduct with your Scouts.

## **Chemical Fuels**

Using liquid fuels for starting any type of fire—including lighting damp wood, charcoal, and ceremonial campfires or displays—is prohibited. No flames in tents. This includes burning any solid, liquid, gel, or gas fuel—including tents or teepees which feature or support stoves or fires; and any chemical-fueled equipment or catalytic heaters.

## **Suggestions / Concerns / Complaints**

The Camp Arrowhead administration maintains an open-door policy. Please follow proper channel, and address all complaints, concerns and suggestions to the Camp Director, Program Director, Business Director or Camp Commissioner

## Directions to Camp Arrowhead



### Driving directions to State Hwy Dd

- A** I-44 E
1. Head northeast on I-44 E toward Exit 100 0.2 mi
  2. Take exit 100 for MO-38 toward Missouri W/Marshfield 0.2 mi
  3. Turn right onto MO-38 E/Spur Dr  
Continue to follow MO-38 E 1.5 mi
  4. Turn right onto S Crittenden St 495 ft
  5. Turn left onto Commercial St 0.6 mi
  6. Turn left onto S Walnut St 0.2 mi
  7. Turn right onto E Washington St 0.1 mi
  8. Slight left onto S Elm St 322 ft
  9. Continue onto State Hwy Dd  
Destination will be on the left 4.2 mi
- B** State Hwy Dd

## Frequently Asked Questions

### Why should my Pack attend Camp Arrowhead?

The #1 reason is for FUN!! We make fun a priority, followed by learning and personal growth. Our camp offers a quality camping experience in a pristine Ozark setting. The forest, hiking trails, lake, and wooded campsites are the ideal setting for the outdoor camping experience for Scouting.

### Do I have to use the BSA Health Form if I had a Sports Physical this year?

Yes. The official BSA Health Forms, Part A and B, must be completed by a parent/guardian prior to arriving at Camp. Adults must complete Part A and B of the same form. If you recently had a sports physical, take the BSA form into your physician and they will be able to duplicate the information onto the BSA form and sign. (This also

works the other way, use your BSA physical to have your physician complete the specific sports physical required by your school.)

**What about using a CPAP machine in camp?**

There are several Adult Leader tents, with power near main camp, available for use if needed, these tents can be requested by the individual prior to camp. It is recommended CPAP users acquire a battery for their machine to be used at camp. There is no power available in any of the main campsites, and vehicles will not be allowed to remain parked in any campsite. Batteries can be charged in the Health Lodge each day for your convenience.

**Can I park my vehicle in the campsite?**

No. This can potentially create a safety hazard and detracts from the appearance of the campsite. Pack trailers may stay in the campsite for storage purposes.

**What if I need a ride while I am at camp?**

We request you fill out a Special Needs Request and submit it to [Black PUG](#), 4-weeks prior to attending camp. The form can be found at Black Pug. If it is medically necessary, transportation can be provided.





# Ozark Trails Council Unit Swimming Classification Record 2024



*(Please bring at least 2 copies to camp: 1 copy to aquatics, 1 copy to camp office)*

This is the individual's swimming classification as of this date. Any change in the status after this date (e.g., beginner to swimmer) will require a re-test by the aquatics staff.

**Unit Type & Number:** \_\_\_\_\_ **Date of test:** \_\_\_\_\_

**Location test was conducted at:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_ **Phone:** (      ) \_\_\_\_\_

**Lifeguard conducting the test:** \_\_\_\_\_

**These results are accurate as of this date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

(Lifeguard)

**Certifying agency:** ☐ BSA ☐ Red Cross ☐ YMCA **date certificate expires:** \_\_\_\_\_

	Full Name (Please print)	Swimming Classification		
		Swimmer (Blue)	Beginner (Red)	Non-Swimmer (White)
	(Strike Out any Unused Names)			
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

**Pack Leader Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

A COPY OF THE LIFEGUARD'S CERTIFICATION CARD MUST ACCOMPANY THE SWIM TEST RECORD.

[Black Pug](#)

*This form will be turned in at check-in.*

## PRE-CAMP CHECK LIST:

*Check off this list as you complete each task as part of your planning.*

### Prior to Camp

- \_\_\_\_\_ Parents night scheduled and presentation ready.
- \_\_\_\_\_ 2-Deep leadership: 1 (21) year old and 1 at least (18). Both registered and YPT.
- \_\_\_\_\_ Campership applications filled out and submitted. (Due March 14th)
- \_\_\_\_\_ Payment schedule made and communicated to parents and Scouts.
- \_\_\_\_\_ Fee balances paid or check ready to pay at Camp office.
- \_\_\_\_\_ Parent contact information secured: names, addresses, phone number for emergency.
- \_\_\_\_\_ Transportation arrangements made.
- \_\_\_\_\_ All personal and unit equipment secured, packed and ready to go.
- \_\_\_\_\_ All Scouts and Scouters have Official Boy Scout Uniform.
- \_\_\_\_\_ Unit First Aid kit in good condition and ready to go.
- \_\_\_\_\_ Tent assignments made.
- \_\_\_\_\_ Special needs request submitted to Council Office 4 weeks prior to camp, if necessary
- \_\_\_\_\_ Prescription medications for Scouts secured as needed.

### Bring to Camp

- \_\_\_\_\_ Health forms: A and B and signed by parents.
- \_\_\_\_\_ Unit Roster
- \_\_\_\_\_ Insurance information
- \_\_\_\_\_ Copy of special needs request
- \_\_\_\_\_ Extra sun block
- \_\_\_\_\_ Extra bug spray
- \_\_\_\_\_ Leaders guide

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### Notes:

