

# Tidewater Council



## Day Camp Leaders Guide 2014

# GALACTIC TREK

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# TIDEWATER COUNCIL DAY CAMP GUIDE

## CONTENTS

PRESIDENT'S LETTER	4
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## PARENT SECTION

WHAT IS CUB SCOUT DAY CAMP	5
WHO ATTENDS CUB SCOUT DAY CAMP?	5
WHAT EACH CHILD SHOULD BRING	6
FEES	6
CAMP LOCATIONS	7
DIRECTIONS TO THE CAMPS	8
MILITARY VOLUNTEERS ARE PRICELESS	9
TOT - LOT PROGRAM	9
CUB SCOUT DAY CAMP ADVANCEMENT	9
CAMP PICTURES	9

## PACK SECTION

PACK DAY CAMP COORDINATORS JOB DESCRIPTION	10
PROMOTING DAYCAMP IN YOUR PACK	10-11
HOW TO PROMOTE DAY CAMP SCRIPT	11-12
FILLING OUT THE FORMS	13

## LEADERS SECTION

ELEMENTS OF A SUCCESSFUL DAY CAMP PROGRAM	14
QUALITIES OF A GOOD DAY CAMP LEADER	14
DUTIES OF ADULT DEN LEADERS	15
STATION ASSISTANTS/DEN CHIEFS	15
YOUTH PROTECTION TRAINING	15

## FORMS

PACK PAYMENT FORM	16
PACK ROSTER FORM	17
CUB SCOUT REGISTRATION FORM (Youth)	18
CODE OF CONDUCT (Youth)	19
STAFF REGISTRATION FORM (Adult or Youth)	20
STAFF AGREEMENT (Adult or Youth)	21
TOT-LOT FORM (Adults with young children)	22
CAMPERSHIP REQUEST FORM	23
AUTHORIZATION TO PICKUP SCOUT	24
MEDICAL FORM (Youth and Adult)	Appendix-A
IMMUNIZATION EXEMPTION FORM	Appendix-B

# WELCOME TO TIDEWATER COUNCIL CUB SCOUT DAY CAMP 2014

Dear Day Camp Enthusiasts,

It is my pleasure to present this booklet to you on behalf of all the Day Camp Directors and Program Directors.

I hope that you find this guide to Cub Scout Day Camp informative and useful, as you make plans to volunteer or send boys to Day Camp. It will serve as an introduction to those unfamiliar with the Day Camp program and as a reference and refresher for those who are Day Camp veterans.

This guide does not go into detail of what each individual camp's day-to-day operation is like. The guide was put together with the help of the Directors, Advisors, and Staff of the Tidewater Council to better explain what Tidewater Council Day Camp is all about.

Each camp is planned and conducted by a Camp Director and Program Director. They are conducted with the assistance of volunteers such as yourself. Indeed, without the assistance of a large number of parents and volunteers, Day Camps could not occur. Each Den of eight to ten Cub Scouts needs a Den Leader and Assistant Den Leader. Each activity station also needs at least one adult; many such as crafts, shooting sports and games need more than one.

**We ask that your Pack sign up as a group and provide one adult for every four registered Scouts.** These adults can help out the entire week or they can trade off, just as long as each day is covered. This will aid substantially in providing adequate adult supervision for the dens and aid the Camp Directors in providing a great Day Camp experience for the scouts.

The common factors at all Tidewater Council Day Camps are:

- Having a lot of fun!
- Emphasis on sports to help promote teamwork and develop good sportsmanship.
- Learning about nature.
- A theme to serve as a binding thread to Scout spirit and activities.
- Having a lot of fun!

If you have questions about this guide or Day Camp in general, please contact the Day Camp Advisor, Sam Kowalski at 497-2688 or email at [skowalsk@bsamail.org](mailto:skowalsk@bsamail.org) . For questions pertaining to an individual camp, contact that camp's Director.

Thank you for your support and dedication to Tidewater Cub Scout Day Camp. We know from experience, how much the boys really enjoy themselves and appreciate your involvement.

Yours in Scouting,

Mark Schrieber, MD  
Council President

Robert Lieberman  
Council VP of Program

Bill Deany  
Scout Executive



# Parents Section

## WHAT IS CUB SCOUT DAY CAMP?

Cub Scout Day Camp is a weeklong outdoor experience for boys. The camps may vary in the hours, but they normally run from 8:30 or 9:00 AM to 3:30 or 4:00 PM. We are running two Twilight Camps, one in Portsmouth and one Virginia Beach that will start at 3:00pm in the afternoon and end at 9:00pm or 9:30pm in the evening.

### Day Camp:

- Provides continuation of the Cub Scout program through the summer and assists the Pack in qualifying for the Summertime Pack Award.
- Helps youth qualify for the Cub Scout Outdoor Activity Award.
- Helps to strengthen the Den and Pack.
- Encourages participation so that the Cub Scouts benefit and grow with a good outdoor experience.
- Promote fun and adventure with a purpose – one of the reasons why you may have joined Cub Scouts.





The daily program centers on Cub Scout achievements and electives and Webelos activity requirements as they relate to the outdoor program. We will have a wide range of activities. These activities will vary from camp to camp but most camps will include the following items.

- Shooting Sports (BB Guns and/or Archery)
- Sports and games
- Academics
- Science
- Nature
- Crafts
- Skits and songs
- Lunchtime activities (Demonstrations and/or guest speakers)

Each camp also includes a picnic on Friday afternoon. All family members are invited to attend. There is a small fee for family members.

## WHO ATTENDS CUB SCOUT DAY CAMP

All registered Cub Scouts are welcome to attend Day Camp. We use the same ranks to identify age groups as your Pack at home. The Scouts will work on activities that are challenging and age appropriate. A Camp Director, Program Director and a staff of volunteers will conduct the camp program and staff each camp. You are invited to be part of the staff

-  **Tigers are boys who have completed Kindergarten**
-  **Wolves have completed the First Grade.**
-  **Bears have completed the Second Grade.**
-  **Webelos have completed the Third or Fourth Grade.**

The decision on proper placement is between the parent and the Camp Director. It is encouraged to place the boy where he can benefit the most.

NOTE FOR TIGERS: Since Tigers are new to the Scouting program and Tigers is a one-on-one program, an adult partner **must** plan on attending camp every day with your son.

# WHAT EACH CHILD SHOULD BRING

Each child should bring the following items at a minimum. Please contact the Camp Director for your camp for any specific items needed.

- Refillable sports bottle/Canteen with name on it
- Lunch (recommend that you do not pack mayonnaise based lunch or milk)
- Sunscreen
- Hat
- Closed toe shoes (No Crocs)
- Insect Repellant
- Wash cloth or hand towel
- Prescription medication if needed in original container

## FEES

The early discount to register for Day Camp is \$85.00 per camper for all fees paid on or before April 15. After April 15, the normal registration fee is \$95.00 until June 1. No registrations will be accepted after June 1 without the written permission of the Camp Director or Program Director. After June 1 the registration fee is \$110.00. A \$5.00 brother discount is available for the second Cub Scout from the same family to attend the same camp the same week.

The Pack Coordinator collects all payments and submits all registration forms and payments. The Pack will submit one check to cover all fees along with the registration forms to the Council Service Center.

**Scouts and adult volunteers registered after June 1 will not be guaranteed a T-shirt upon arrival at camp,** but every effort will be made to get them a shirt before the week of camp is over.

After a camp is full or the sign-up deadline, whichever comes first, all Cub Scout applications must have the Camp Director's approval. Many camps fill up before the deadline so be sure to get your applications in early.

The fees that the Cub Scout pays to attend Day Camp cover the following items:

Insurance	Patch/Certificate
Day Camp Tee-shirt	Promotional Information
Cub Scout Recognition Items	Staff Training and Recognition
Camp Equipment and Supplies	Friday Camp Picnic for campers and full time staff

## Forms to Turn Into Unit Coordinator

Each parent needs to fill out the following forms and turn them into their Unit Coordinator in order to attend Day Camp:

- Scout Registration Form
- Code of Conduct
- Authorization to Pickup Scout
- Medical Forms (A&B)

# CAMP LOCATIONS

LOCATION- DISTRICT	CAMP DIRECTOR PHONE/ EMAIL	PROGRAM DIRECTOR PHONE/ EMAIL	CAMP DATES	TIMES
<b>Outer Banks - Albemarle</b> Camp Emmanuel	Tom Maher 252-473-5968 <a href="mailto:tommaherboe@embargmail.com">tommaherboe@embargmail.com</a>	Marty Carter 209-662-2049 <a href="mailto:marrison.g.carter@uscg.mil">marrison.g.carter@uscg.mil</a>	June 16-20	8:30 – 3:30
<b>Elizabeth City - Albemarle</b> Elizabeth City Coast Guard Base	Angela Dunga 252-333-2449 <a href="mailto:babzhugs@yahoo.com">babzhugs@yahoo.com</a>	Elizabeth Barr 252-267-3978 <a href="mailto:matsgma@roadrunner.com">matsgma@roadrunner.com</a>	June 16-20	M 7:30 – 3:30 T-F 7:45 – 3:30
<b>Portsmouth – Three Rivers</b> Coast Guard Base Portsmouth <b>Twilight Camp</b>	Cynthia Su (757) 619-4523 <a href="mailto:hagudoc@yahoo.com">hagudoc@yahoo.com</a>	TBD	June 16-20	3:00 – 9:00 PM
<b>Virginia Beach – Princess Anne</b> Calvary Assembly of God	Kirsten Kopiczak (757) 467-0427 <a href="mailto:kopiczak@verizon.net">kopiczak@verizon.net</a>	Jeanne Blair (757) 319-3366 <a href="mailto:jbbbtbbb@verizon.net">jbbbtbbb@verizon.net</a>	June 16-20	9:00-4:00
<b>Chesapeake – Three Rivers</b> St Stephen the Martyr	Christina Zinn (757) 410-2963 <a href="mailto:cmzinn@juno.com">cmzinn@juno.com</a>	Erica Brosnan 757-774-2245 <a href="mailto:edbrosnan@yahoo.com">edbrosnan@yahoo.com</a>	June 23-27	9:00-3:30
<b>Norfolk - Bayside</b> Elks Lodge	Mike Adams (757) 529-0382 <a href="mailto:pack382cubmaster@gmail.com">pack382cubmaster@gmail.com</a>	Marianne West (757) 587-5258 <a href="mailto:marianne.west@cox.net">marianne.west@cox.net</a>	June 23-27	8:00 – 4:00
<b>Virginia Beach – Bayside</b> Virginia Beach Christian Church	Kate Nicholson (757) 962-4888 <a href="mailto:nichs96@cox.net">nichs96@cox.net</a>	Tricia Wallerstedt (812) 431-4414 <a href="mailto:tlwallerstedt@yahoo.com">tlwallerstedt@yahoo.com</a>	July 7-11	9:00-4:00 F 9:00 – 2:30
<b>Virginia Beach – Princess Anne</b> Church of the Holy Apostles <b>Twilight Camp</b>	Tricia Wallerstedt (812) 431-4414 <a href="mailto:tlwallerstedt@yahoo.com">tlwallerstedt@yahoo.com</a>	Kate Nicholson (757) 962-4888 <a href="mailto:nichs96@cox.net">nichs96@cox.net</a>	July 14-18	3:00-9:00 PM

**Note: Camp locations and start/stop times are subject to change.** Due to base security concerns and schedules, some camp locations may be forced to change. Updates will be on the Tidewater Council Website and in the “Electronic Knapsack”. Several camp leadership positions remain unfilled; as these individuals are confirmed the Day Camp Website will be changed.

# DIRECTIONS TO DAY CAMP 2014

## CAMP EMMANUEL AT LIBERTY CHRISTIAN FELLOWSHIP (Outer Banks)

**On the Outer Banks:** Croatan Highway (Bypass Road) to Colington Rd. just south of Wright Brothers Memorial entrance. Turn west on Colington Rd. Turn left on Williams Dr, at about 2 miles. The church is at 224 Williams Dr. The camp is directly across the street.

## ELIZABETH CITY COAST GUARD BASE (Elizabeth City)

**From the north:** south on US 17 to the Halstead Blvd. intersection. Turn left on Halstead Blvd.

**From the south:** north on US 17 to the Halstead Blvd. intersection. Turn right on Halstead Blvd. Halstead Blvd. turns into Weeksville Rd. at ECSU. Turn left at Coast Guard Base Gate. Follow signs from gate. **Base security will only allow access to non-military individuals listed by camp management.**

## PORTSMOUTH COAST GUARD BASE (Portsmouth)

**From Chesapeake Square Mall:** Portsmouth Blvd. to 664N, then exit 9B Western Expressway (164), exit at Cedar Lane, left onto Cedar Lane and then right on Coast Guard Rd., Follow until you reach gate.

**From downtown Portsmouth:** West on High St. Right on Cedar Lane and then right on Coast Guard Rd. Follow until you reach gate.

## CALVARY ASSEMBLY OF GOD (Virginia Beach)

**4925 Providence Rd,** Virginia Beach, VA 23464. From Kempsville Road, go east on Providence, cross Indian Lakes Rd and Calvary is on the right. From Princess Anne Rd, turn west on Providence, and after the intersection at Edwin, Calvary is on the left.

## ST. STEPHEN MARTYR CATHOLIC CHURCH (Chesapeake)

**1544 Battlefield Blvd S;** from interstate 64 take exit 291B (Hwy 168 South) Exit 8B Hillcrest Parkway East, Continue to end and turn left onto Battlefield Blvd. Go approx. 1/2 mile and St. Stephen Martyr is on the left.

## ELKS LODGE (Norfolk)

**From Little Creek Rd.**

Take Military Hwy 4 miles, Turn right at Sabre Rd .4 miles; Take 2nd right onto Harmony Rd; Turn left toward Typo Ave 400 ft; Turn right at Typo Ave, 10ft; Destination will be on the left

**From 64**

Take exit 281B to merge onto N Military Hwy 1.4 miles; Turn right at Sabre Rd .4 miles; Take 2nd right onto Harmony Rd; Turn left toward Typo Ave, 400 ft; Turn right at Typo Ave, 10ft; Destination will be on the left

## VIRGINIA BEACH CHRISTIAN CHURCH (Virginia Beach)

This church is located off of Great Neck Blvd. across from WAVE Church **at 2225 Rose Hall Drive.**

## CHURCH OF THE HOLY APOSTLES (Virginia Beach)

**1593 Lynnhaven Pkwy,** Virginia Beach, VA 23453, Located on the north side of Lynnhaven Pkwy., east of Independence Blvd. and west of Rosemont Rd. Turn north on Windmill Point Crescent, church is on the left.



# MILITARY VOLUNTEERS ARE PRICELESS

For any person in the military that needs it, Tidewater Council can provide a letter requesting no-cost orders. If you need such a letter, please submit the name and address of the command plus your rank to the Camp Director. The Camp Director should turn in the names to the council Day Camp Coordinator. This letter does not guarantee orders approval by the command. *The Tidewater Council is happy to request the special orders. The final decision is by the military command. Turn in requests to the Camp Director as early as possible.* The request should include the following information: command name and address, member name and rank, camp date and location. OPNAVINST 5760.5B gives the authority to grant no cost orders for the Navy. Other services will have their own instructions

## TOT LOT PROGRAM

Tot Lot is a convenience for adult volunteers and staff who have children younger than Cub Scout age, this includes all non-scout youth, under the age of 14 that need a place to stay while mom or dad are volunteering at Cub Scout Day Camp. The children must be toilet trained and be two years old or older. **The charge for the day is four dollars (\$4.00) per day and is payable to the Camp Director or his/her designee daily.** The money covers insurance, supplies, snacks and drinks. Each child attending the Tot Lot needs to have a Tot Lot Form and Medical Form submitted prior to camp.

The person in charge of the Tot Lot plans activities for the younger crowd, they will develop a full program of crafts, story time, nature activities and quiet time geared toward the younger child. Scrap crafts should be planned since no provisions are made for supplies in the Day Camp budget. Tot Lot can be included in the after lunch program if the activity is age appropriate.

Youth, age 14 years and older must register on the Volunteer Staff Agreement Form to attend Day Camp. Youth, age 18 years and older must also complete Youth Protection Training.

## CUB SCOUT DAY CAMP ADVANCEMENT

The program at Day Camp contains a well-balanced variety of achievements, electives, and activity badges. The primary objective of Day Camp is not advancement but for your Scout to have FUN. Every effort is made to notify pack leadership of each individual Cub Scouts' accomplishments while at camp. The Cub Scout Sports Program is included in the Day Camp program. Camps do not award any emblems, badges, or belt loops at Day Camp.

Each unit will be notified which sports belt loops and achievements were earned at Day Camp by the Camp Director or Program Director. The den leader or adult leader should have a record sheet for each boy and record on it daily the achievements, electives, or activity badges that the boy completes. The Camp Director keeps these sheers at the end of each day and send them home at the end of the week or no later than the following roundtable for the pack or parents to sign in the individual boy's book.

## CAMP PICTURES

Camp pictures are not a part of camp program. If pictures are taken for the campers they are a personal contract between the photographer and the scout's parent. Neither the district nor the council is responsible for taking or delivering any camp pictures taken.

# PACK SECTION

## PACK DAY CAMP COORDINATOR JOB DESCRIPTION

The job of the Pack Day Camp Coordinator is to ensure that every family in the Pack knows about Day Camp and has an opportunity to sign up. They do this by promoting day camp at den and pack activities. There are several promotion suggestions listed below. They can also invite their district's Camp Director to attend a Pack meeting to tell everyone about Day Camp.

The Pack Coordinator also sets the Pack's deadline for turning in the registration forms to the Pack. They are responsible for turning in the cover sheet, all registrations, medical forms, Codes of Conduct, and pack payment. The Pack Coordinator will collect all fees from participants and pay for all participants with a single pack check. **If people want to sign up after the Pack's deadline, the Pack Coordinator helps the family fill out their registration forms and turn in an updated Unit Roster Cover Sheet along with all registration forms.**

## PROMOTING DAY CAMP IN YOUR PACK

Day Camp can be a wonderful experience for your scouts and a valuable contribution to your Pack's summer program, but only if your scouts attend. The key to giving every boy an opportunity to get to camp is to make sure the information gets to every boy and his parents. The sooner done, the more time parents have for planning and adjusting their schedules.

Your Pack Committee should appoint someone to coordinate the distribution of this information. This should also be the Camp Director's point of contact for your Pack. It is recommended your unit sign up its scouts for the same camp, but this is not required. Make it a pack event; this will help your Pack qualify for the Summertime Pack Award. For the youth that attend, this will help them qualify for the Cub Scout Outdoor Award. This will aid in carpooling and coordination of parent volunteers who will assist in camp as den leaders and station helpers. Decide on which camp works best for your needs. Another item to consider is fees. Does your Pack offer financial support for scouts going to camp? If you sold popcorn this is worth consideration.

Possibly the best time to make the initial presentation is at a Pack meeting where the attendance will be high. This could be your Blue and Gold Banquet or Pinewood Derby. Just make sure you do it early. Make a production of the presentation. Perform a short skit relating to the camp theme or some of the activities conducted at camp to make an impression on the scouts and their parents. You should also have an adequate amount of copies of the appropriate schedules and forms from this manual. Specifically these are the camper applications, staff applications, medical forms, campers Code of Conduct, Staff Agreement forms, Tot-lot forms, directions to camps and Campership applications. Keep a record of which families have received the information. This will make follow-up easier to control.

The theme for this year's Day Camp is "***GALACTIC TREK***". Use this theme in conjunction with your Pack's Pinewood Derby, Blue and Gold Banquet or other activity, either as you prepare for the race or at the race itself, (if your race has a regular meeting as part of the event). Remember you need about five minutes of time when people will stop and listen. Doing the promotion while the race is actually going on will probably not be effective.

***Each Pack is required*** to provide at least one full time equivalent volunteer for every four Scouts attending camp (groups of less than four also require a leader). As the Pack Coordinator collects the camp applications, use the “Day Camp Unit Roster” to keep track of the boys that have returned the applications and paid fees as well as the adults that have committed to help as den leaders.

**Steps to conducting an effective pack promotion:**

1. Select the camp to attend as a Pack.
2. Decide on how much financial support the pack can provide.
3. Set the date to present the information to the scouts and their parents, the sooner the better. Again, Pack Blue and Gold Banquets might be the ideal opportunity.
4. ***Set a deadline for the parents to return the forms and money. Again; the sooner the better. Several camps fill up even before the deadline.***
5. Make enough copies for each family to get a list of the camps and Tot-Lot application, each boy to get a camp application, medical form and code of conduct and each parent to get a camp staff application, medical form and staff agreement.
6. Prepare your presentation, schedule it for a meeting as discussed above and gather any other needed materials (props).
7. Have a sign-in sheet, roster or other method of keeping track of who attended the presentation.
8. Work with Den Leaders to get the materials in the parent’s hands.
9. Schedule a back up meeting for anyone who missed the presentation. Follow up individually with phone calls, personal visits or at den meetings.
10. Use personal reminders, flyers, Pack newsletter, or phone calls to remind parents of your pack sign-up deadline.
11. Use the UNIT DAY CAMP ROSTER to keep track of which boys and parents are going to camp. *Remember we need one adult for every four scouts* (groups of less than four still need one adult).
12. Complete the process by bringing all of the forms and money (**one pack check**) to the scout office. Remember to turn in everything as early as possible.

## **HOW TO PROMOTE DAY CAMP SCRIPT**

A Blue and Gold Banquet is the ideal place to introduce the idea of Pack attendance at Day Camp. This is just one type of presentation. Use this script or make up your own. If you do decide to use this one, read and rehearse it several times and then put it aside and use your own words. It will sound much more natural that way. Check with the Camp Director for the camp selected, to see what kind of planned activities the camp has. Most camps will do sports, crafts and games. Not all do BB guns or bows and arrows. Families will want to know the exact times for camp opening and closing.

The theme is Galactic Trek, so tailor the presentation along those lines. Use costumes and props – hats, clothing, themed items made from cardboard, or something from the “How To” book. Sports equipment and crafts from previous camps would also be appropriate.

## Hello scouts and parents

My name is \_\_\_\_\_ and I am your Pack Day Camp Coordinator. Many of you are already familiar with Day Camp but for those of you who aren't, here is a little of what Day Camp is all about.

Day Camp is a weeklong outdoor experience that you will just not believe. We go to camp each morning and begin the day with an opening ceremony. Then we break down into our dens and begin a series of great activities. We are going to make some special crafts (hold up some items from previous camps) similar to these. Then we will get to shoot BB guns or bows and arrows. Parents don't worry; we are under strict control and have trained instructors. We are going to play some sports (hold up a baseball bat or soccer ball). We are also going to learn about nature and do science experiments. We break for lunch and have a rest period. After lunch we do more activities. We end the day with another ceremony. Last year the scouts that attended earned a lot of belt loops and completed a lot of the requirements for their rank. We are going to have a great time and we want all of you to come.

Your Den Leaders will give each of you forms for you and your sons to register for camp. We want to try to get all of our Scouts to go to camp on June (July) \_\_\_\_\_ at \_\_\_\_\_(location)\_\_\_\_. To sign up please complete the application, medical forms and Code of Conduct for your son. We want parents to attend as well. We need to provide one adult for every four scouts we send. The adults will serve as den leaders or station helpers. If you will be working on camp staff, there is a Tot-Lot (babysitting service) available at a small extra cost. We would like you to be there for the entire week, but even a day or two will help. For those of you in the military, the Tidewater Council can provide a letter to your Commanding Officer requesting no cost TAD orders. These letters should be coordinated through me.

The cost to go to camp this year is \$85.00 if we register by April 15. This covers the materials and equipment that your scouts will use, liability insurance, the cost of the picnic for the staff and campers on Friday and a tee shirt and patch for each camper. After April 15, the cost increases to \$95 per person. There are some camperships available (financial assistance). Please see me if you would like information on applying. There is also a \$5.00 discount if you have a second son attending the same camp. Registration after June 1<sup>st</sup> increases to \$110 so we want to get our registration in early.

I know it is still a long time till summer, but many of these camps fill up early. The deadline to sign up for this camp is April 15. With that in mind, we need to get the paperwork done as soon as we can. Please get these forms filled out and returned to me by (set a date about 30 days away).

The bottom line is this, it is great fun for scouts, parents and siblings and a great deal too. So please get the forms filled out and checks written. Make sure you turn them back into me no later than \_\_\_\_\_ (date discussed above). If for some reason you cannot attend, please let me know that too.

# FILLING OUT THE FORMS

Please print and make sure that you fill out all of the required forms completely. These forms are turned into your Pack Day Camp Coordinator prior to your unit turn in date so your child can be registered. Make sure you check the box for the t-shirt size on the registration and medical forms.

## CUB SCOUTS

- ✓ Scout Registration Form. Make sure that the grade you write in reflects the grade he **WILL HAVE COMPLETED** in June 2014
- ✓ Code of Conduct signed by Cub Scout and Parent
- ✓ Annual Health and Medical Record (parts A & B)

## VOLUNTEERS – YOUTH OR ADULT

- ✓ Staff Registration
- ✓ Staff Agreement
- ✓ Annual Health and Medical Record (parts A & B)
- ✓ If currently CPR or first aid certified include a copy of the certificate
- ✓ All volunteers age 18 years and older must complete Youth Protection Training.

People who volunteer for the entire week will receive a t-shirt; make sure you circle the t-shirt size. All other volunteers have the option to purchase a t-shirt.

## TOT-LOT (Youth must be potty trained to be in the tot lot.)

- ✓ Tot-Lot Form
- ✓ Annual Health and Medical Record (Sections A & B)

## UNIT ROSTER

To keep track of the forms, have an individual coordinate them within your pack and turn them in as a group. The Pack Roster Form will allow you to keep track of who is attending and which adults are going along. The Pack Payment Form will help you keep track of the amount of money due to the Council.

# LEADERS SECTION

## ELEMENTS OF A SUCCESSFUL DAY CAMP PROGRAM

**Parent Participation** — Parents are urged to volunteer either on a daily basis or for the entire week. Parents can participate in a variety of ways; at activity stations, with the dens or Tot-Lot. (Note: Please don't promise them they can be in their son's den, it doesn't always work out)

**Friendly Atmosphere** — This can mean more than the activities themselves—relaxed outdoor living—unhurried yet exciting and miles of smiles!

**Balance** — There should be time for strenuous activity and time for rest, time for quiet activities and time for noise and motion, time for development of new skills and time for leisure.

**IMPORTANT** - Cub Scout Day Camp is meant to give a taste of many outdoor activities. It is not intended that each individual scout plan his own program at Day Camp, but rather that as a den, the Scouts experience such a variety of programming that there will be something each boy "likes best".

## QUALITIES OF GOOD DAY CAMP LEADER

MATURITY

IMAGINATION

PATIENCE

AGREEABLE PERSONALITY

ADAPTABILITY

SENSE OF RESPONSIBILITY

TACT

COMPETENCE

UNDERSTANDING OF BOYS NEEDS

COMMITMENT

SENSE OF HUMOR

GOOD APPEARANCE

COMPASSION

POSITIVE ATTITUDE

When the camp staff/leader is recruited, a commitment is made by each individual to attend staff/leader training. This will be held before opening of Day Camp. The Camp Director will determine the dates of each individual camp's training. This will allow time for staff/leaders to secure tools, equipment, and materials needed for their particular activity.

A staff/leader agreement must be signed prior to working in Day Camp.

# DUTIES OF ADULT DEN LEADERS

This includes Tiger, Cub and Webelos Leaders

1. Responsible to the Camp Director.
2. Meet with the Camp Director or designee at the beginning of each day's camp to go over the schedule.
3. On the first day assign buddies and list on sheet in den leader's packet.
4. Take attendance at the start of each day. The Camp Director or designee will check with you on attendance after opening. Do a head count upon arriving at EACH PROGRAM AREA. Follow posted procedure for lost boy if count is incorrect.
5. GO OVER THE SCHEDULE WITH THE CUB SCOUTS AT THE START OF EACH DAY.
6. Hand out and maintain control of name tags.
7. Escort den from station to station. Encourage singing and games such as how many different bugs they can see as you move from one station to another.
8. Assist in program areas as needed so boys make the most of the opportunities available.
9. If recognition beads are being used, make sure each boy receives his bead at the end of each station for the project completed to the best of his ability. **FILL OUT ACHIEVEMENT SHEET ON EACH BOY AFTER EACH STATION!!**
10. Help boys with songs or skits for Friday's Awards Program.
11. Be concerned with camper safety. Prevent such dangerous actions as rock throwing, walking barefoot, etc.
12. If minor first aid is needed, escort Cub Scout and his Buddy to camp medic after the rest of the den has been taken care of. For major emergency follow posted procedures.
13. Maintain control of the den. Report any problems you cannot handle to the Camp Director.
14. Check each boy in and out of camp each day. If you must leave before all of the boys have left, notify the Camp Director or designee.
15. Observe and recognize Scout-Like behavior.
16. Use the Cub Scout Sign...**DO NOT YELL AT THE CUB SCOUTS!**
17. **RELAX AND HAVE A GOOD TIME!!!**

Please note: Program items will be provided by each camp. Den time activities are the responsibility of the den leader. A small box with simple games, crayons, paper, scissors, marbles, etc. can be helpful.

## Den Chiefs and Youth Assistants

Den Chiefs must be at least the rank of First Class Scout. Den Chiefs may be younger than 14 years old, but then must volunteer with their regular Cub Scout Den and Den Leader and must have attended Den Chief Training. (Please provide a copy of training certificate)

- These youth will serve as runners, station assistants, den leader assistants, general helpers and carry out assigned duties.
- The Day Camp Director reserves the right to dismiss youth that are not being of a positive benefit to the overall camp.

## YOUTH PROTECTION

Any suspected or alleged child abuse will be reported to the Camp Director immediately. The Camp Director will notify the Scout Executive. All Day Camp staff/volunteers that are 18 years and older must have current Youth Protection Training, whether or not they are registered adults. Youth Protection course is available at [www.myscouting.org](http://www.myscouting.org).

# 2014 Cub Scout Day Camp - Tidewater Council

## Pack Payment Form

Check & Date one:  Original \_\_\_\_\_  Additional \_\_\_\_\_

District \_\_\_\_\_ Pack \_\_\_\_\_ Day Camp # \_\_\_\_\_

Pack Contact Name: \_\_\_\_\_ Phone \_\_\_\_\_

Email: \_\_\_\_\_

Youth Registration Forms: (Include only those with attached paperwork)

Before April 15<sup>th</sup> .....  X \$85 = \$ \_\_\_\_\_

Between April 15<sup>th</sup> and June 1<sup>st</sup> . \_\_\_\_\_  X \$95 = \$ \_\_\_\_\_

After June 1<sup>st</sup> ..... \_\_\_\_\_  X \$110 = \$ \_\_\_\_\_

LESS: Number of Brother Discounts \_\_\_\_\_  X \$5 = -\$ \_\_\_\_\_

ADD: Additional Youth T-Shirts \_\_\_\_\_  X \$12 = +\$ \_\_\_\_\_

*(Each Scout receives 1 shirt with registration; this entry is **only** for additional purchases)*

ADD: Adult T-Shirts purchased \_\_\_\_\_  X \$12 = +\$ \_\_\_\_\_

*(Full week volunteers receive 1 free shirt; this entry is **only** for additional purchases)*

ADD: Tot-Lot T-Shirts \_\_\_\_\_  X \$8 = +\$ \_\_\_\_\_

*(Tot-Lot fees are paid directly to the Day Camp Director, not to Council)*

TOTAL AMOUNT DUE THIS FORM      \$ \_\_\_\_\_

**Forms Must be Attached:**

- Day Camp Unit Roster (Updated each submission)
- Cub Scout Registration Form (one per scout)
- Code of Conduct (one per scout – signed by parent & scout)
- Staff Registration Form (one per adult or youth volunteer)
- Staff Agreement Form (one per adult or youth volunteer, signed)
- YPT (Youth Protection Training) per volunteer 18+yrs (unit can provide a printout from myscouting.org)
- Tot-Lot Form (one per child – adult volunteer must volunteer at camp same day)
- Medical Forms Parts A & B (one for each scout, adult & tot at camp; NOT Part C)
- Campership Requests Form

**Additional Forms that can be included:**

- Authorization to Pick-Up Scout (someone other than parent picking up the scout)
- CPR and First Aid certificates (Adult volunteers can help camps meet this National requirement. If adults have a current certificate, please provide a copy)



# 2014 Cub Scout Day Camp - Tidewater Council

## Pack Roster Form

Check & Date one:      Original \_\_\_/\_\_\_/\_\_\_      Additional \_\_\_/\_\_\_/\_\_\_

District \_\_\_\_\_ Pack \_\_\_\_\_ Day Camp # \_\_\_\_\_

Pack Contact Name: \_\_\_\_\_ Home # \_\_\_\_\_

Address: \_\_\_\_\_ Cell # \_\_\_\_\_

Email: \_\_\_\_\_ Work # \_\_\_\_\_

Each Unit is to meet National Ratio of 1 Adult to 4 Scouts EACH day. These adults will not necessarily be assigned to these scouts at camp, you are assisting in meeting National's required camp ratio. You can register as many adults as necessary to meet ratio each day. Adult volunteers making ratio must be at least 21 years of age. Youth volunteers age 14 to 20 are not listed here. Tigers require Adult Partner at camp daily, list one to one below. Individuals running activity stations are Staff and do not count in your Pack ratio.

Page \_\_\_\_\_ of \_\_\_\_\_ (Use additional sheets to list all scouts i.e. 1 of 3; 2 of 3; 3 of 3)

(Use Ditto "" mark if same person all week)

Cub Scout Camper Name

Adult Volunteer Name(s)

1. \_\_\_\_\_ M: \_\_\_\_\_

2. \_\_\_\_\_ T: \_\_\_\_\_

3. \_\_\_\_\_ W: \_\_\_\_\_

4. \_\_\_\_\_ Th: \_\_\_\_\_

F: \_\_\_\_\_

5. \_\_\_\_\_ M: \_\_\_\_\_

6. \_\_\_\_\_ T: \_\_\_\_\_

7. \_\_\_\_\_ W: \_\_\_\_\_

8. \_\_\_\_\_ Th: \_\_\_\_\_

F: \_\_\_\_\_

9. \_\_\_\_\_ M: \_\_\_\_\_

10. \_\_\_\_\_ T: \_\_\_\_\_

11. \_\_\_\_\_ W: \_\_\_\_\_

12. \_\_\_\_\_ Th: \_\_\_\_\_

F: \_\_\_\_\_

Tiger Scout Name

Tiger Adult Partner (must attend with Tiger)

1. \_\_\_\_\_ 1. \_\_\_\_\_

2. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 3. \_\_\_\_\_

# 2014 Cub Scout Day Camp - Tidewater Council

## CUB SCOUT - Registration Form

(To Be Filled Out by a Parent or Guardian)

All registration forms are to be turned in to Council through your Pack Day Camp Coordinator. Registration requires this form, the Scout Code of Conduct, Medical Forms - Parts A & B (not C), and fees. Unit Coordinators must submit all registration forms with the "Pack Payment Form" and the "Pack Roster Form". Units are required to meet ratio: 1 adult for each day for every 4 scouts (Wolf, Bear and Webelos). For Tiger cubs, adult partner is required the entire time at camp.

**Please PRINT in ink.** (Day Camp Directors do NOT have access to Council data, please be neat.)

**District** (Check Box):  Princess Anne  Bayside  Three Rivers  Albemarle **Pack Number** \_\_\_\_\_

Cub Scout's name \_\_\_\_\_ Birth(mm/dd/yy) \_\_\_\_\_ Age \_\_\_\_\_  
*(Only one scout per form. Each Scout must have all of their own individual forms.)*

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

School: (**Check Grade you will complete June 2014**)  Kindergarten  1<sup>st</sup>  2<sup>nd</sup>  3<sup>rd</sup>  4<sup>th</sup>

Does Scout have an IEP or 504 Plan?  Yes  No

Parent/Guardian Name	Parent/Guardian Name
Primary phone #	Primary phone #
Secondary phone #	Secondary phone #
Email Address	Email Address

**Check box** for Day Camp location where Cub Scout will attend: (only one camp per form)

<input type="checkbox"/> Camp Emmanuel Outer Banks, NC #6410 June 16-20	<input type="checkbox"/> Elizabeth City Coast Guard Base Elizabeth City, NC #6411 June 16-20	<input type="checkbox"/> Portsmouth Coast Guard Base Portsmouth, VA <b>Twilight Camp</b> June 16-20 #7301
<input type="checkbox"/> Calvary Assembly of God Virginia Beach, VA #6414 June 16-20	<input type="checkbox"/> St. Stephen, Martyr Chesapeake, VA #7308 June 23-27	<input type="checkbox"/> Norfolk Elks Lodge Norfolk, VA #6461F June 23-27
<input type="checkbox"/> Virginia Beach Christian Church Virginia Beach, VA #6463 July 7-11	<input type="checkbox"/> Church of the Holy Apostles Virginia Beach VA <b>Twilight Camp</b> TBD #7808	

T-SHIRT (Check *One*):  Youth-Small(6-8)  Youth-Med (10-12)  Adult-Small  
 Adult-Med  Adult-Large  Adult-XL

(These are the only sizes being offered for Scouts. The first shirt comes with paid registration. Additional shirts may be purchased below. Scouts registering after the April early bird date are not guaranteed shirts upon arrival at day camp.)

ADDITIONAL Cub Scout Day Camp T-SHIRT(s) are \$12.00 Each (Indicate quantity after size)  
 Y-Sm\_\_\_ Y-Med\_\_\_ Adult-S\_\_\_ A-M\_\_\_ A-L\_\_\_ A-XL\_\_\_ Total Quantity\_\_\_ X \$12 = \$ \_\_\_\_\_  
 Cub Scout Registration fee prior to April 15<sup>th</sup> is \$85 .....+ \$ \_\_\_\_\_  
 After April 15<sup>th</sup>, ADD \$10 .....+ \$ \_\_\_\_\_  
 After June 1<sup>st</sup>, ADD \$25 .....+ \$ \_\_\_\_\_  
 First Scout is full price, additional Cub Scout Brother, Subtract \$5 ..... - \$ \_\_\_\_\_  
 Council Approved Campership (attach copy) ..... - \$ \_\_\_\_\_  
 This Scout: TOTAL AMOUNT ENCLOSED \$ \_\_\_\_\_

“Code of Conduct” Form must be attached and signed by both Scout and Parent/Guardian

## CUB SCOUT DAY CAMP RULES AND CODE OF CONDUCT

The following rules apply to all Cub Scouts attending the Day Camp. These rules must be read and signed by all Scouts attending Day Camp. Please return form with your camp registration.

1. The Buddy System is in effect at all times. Den Leaders will assign buddies on the first day of camp. Buddies stay together at all times, this includes going to the Medic, restroom, and time-out. A Camp Staff Member may allow a Cub to leave his buddy such as when a buddy must stay at the Medic Station or leave early. Know where your buddy is at all times.
2. Cubs must have the Camp Director's permission to leave camp any time camp is in session. This includes any time between opening ceremony and camp dismissal. There must also be prior written notification from the Cub's Parents.
3. Cubs must ask for permission from their Den Leader before they leave their Den. This includes when they leave at the end of the day. A Cub may leave the camp area only in the company of those authorized to pick him up. When he is dropped off the Cub will go straight to his Den area and check-in with his Den Leader.
4. **Cubs will leave their knives at home.** Knives, if necessary, will only be used in activity areas and they will be provided. Cubs will not carry matches, they will be provided if required for any activity.
5. **Cubs will wear closed toe shoes and socks at all times, except when swimming. Sandals including Crocs are not authorized.**
6. Cubs will be respectful towards all adults, staff members, and visitors.
7. Cubs will be respectful and mindful of the feelings, safety, and property of their fellow Cubs.
8. Proper language will be used at all times (improper language is the use of foul, profane or abusive language). All leaders will be addressed by their proper name or camp name.
9. Cubs will walk while in the camp area unless required to run as part of an activity.
10. The only time a Cub will throw an object in camp is as part of a supervised camp activity.

I have read and understand the Code of Conduct and I understand that repeated violation of this code will lead to Time-out, a note home, and/or possible dismissal from Day Camp.

Child's Name (print): \_\_\_\_\_

Child's Signature: \_\_\_\_\_

Parent / Guardian signature: \_\_\_\_\_

# 2014 Cub Scout Day Camp - Tidewater Council

## Camp Staff/Volunteer - Registration Form

Thank you for volunteering. Your time and talents are appreciated. All registration forms are to be turned in to Council through your Pack Day Camp Coordinator. Registration requires this form, the Staff Agreement form, Medical Forms - Parts A & B (not C), and Tot-Lot form if needed. Units are required to meet ratio: 1 adult for each day for every 4 scouts (Wolf, Bear and Webelos). For Tiger cubs, adult partner is required the entire time at camp, please complete this form.

**Please PRINT in ink.** (Day Camp Directors do NOT have access to Council data, please be neat.)

**District** (Check Box):  Princess Anne  Bayside  Three Rivers  Albemarle **Pack Number** \_\_\_\_\_

Volunteer's name \_\_\_\_\_ Birth(mm/dd/yy) \_\_\_\_\_ BSA# \_\_\_\_\_  
*(Full week volunteers must be registered Scouters. Tiger parents, registration is not required. All 18+ must have YPT.)*

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Primary Phone # \_\_\_\_\_ Secondary Phone # \_\_\_\_\_

Email Address: *(Please print neatly)* \_\_\_\_\_

Military Command / Unit (if applicable) \_\_\_\_\_

**Check box** for Day Camp location where you are volunteering: (only one camp per form)

<input type="checkbox"/> Camp Emmanuel Outer Banks, NC #6410 June 16-20	<input type="checkbox"/> Elizabeth City Coast Guard Base Elizabeth City, NC #6411 June 16-20	<input type="checkbox"/> Portsmouth Coast Guard Base Portsmouth, VA <b>Twilight Camp</b> #7301 June 16-20
<input type="checkbox"/> Calvary Assembly of God Virginia Beach, VA #6414 June 16-20	<input type="checkbox"/> St. Stephen, Martyr Chesapeake, VA #7308 June 23-27	<input type="checkbox"/> Norfolk Elks Lodge Norfolk, VA #6461F June 23-27
<input type="checkbox"/> Virginia Beach Christian Church Virginia Beach, VA #6463 July 7-11	<input type="checkbox"/> Church of the Holy Apostles Virginia Beach VA <b>Twilight Camp</b> #7808 TBD	

I will volunteer:  **Full-Week** (Or Daily)  **Monday**  **Tuesday**  **Wednesday**  **Thursday**  **Friday**

**T-SHIRT for FULL-WEEK Volunteers (one free shirt for individual volunteering all week) Check Size**

Adult-Small  Adult-Med  Adult-Large  Adult-XL  Adult-XXL  Adult-XXXL

**ADDITIONAL Day Camp Volunteer T-SHIRT(s) are \$12.00 Each (Indicate quantity after size)**

A-S\_\_\_ A-M\_\_\_ A-L\_\_\_ A-XL\_\_\_ A-XXL\_\_\_ A-XXXL\_\_\_ Total Quantity\_\_\_ X \$12 = \$\_\_\_\_\_

Registering after April early bird date not guaranteed shirts upon arrival at day camp.

Are you a BSA Registered Scouter? . . . . .  Yes /  No Current Position \_\_\_\_\_

Do you have a current CPR Certificate? . . . . .  Yes /  No First Aid Certificate?  Yes /  No

(If yes, please include a copy of these certificates. Help each camp meet National requirements.)

Every volunteer age 18+ years **MUST** have current **Youth Protection Training**. Include copy or printout.

Scouting years of experience: Youth \_\_\_\_\_ years / Adult \_\_\_\_\_ years

Please indicate how and where you would like to volunteer: (Camp Directors will try to meet your request, but must cover ALL areas of camp. Indicate if you are not flexible. Volunteers are meeting National camp ratio requirement.)

I am a Youth (age 14 to 17)  I am a Tiger Partner  Medical Staff (Requirements)

Day Camp Den Leader (indicate rank(s) you are willing to work with)  Wolf  Bear  Web I  Web II

**Activity/Station Staff** (indicate area(s) you are willing to work)  Tot-Lot Child Care  Crafts

Scout Skills  Sports/Games  BB Guns / Archery (Training required)

Songs/Skits  Nature/Outdoors  Swimming (some camps/training required)

“Staff Agreement” Form must be signed and attached.

**Child Care at Day Camp:** Each Day Camp provides a childcare program with fun activities. This “Tot Lot” is for volunteers’ children aged 2 who are potty trained up to age 13. The fee is only \$4.00 per day for each child, which buys supplies and covers insurance. Use the Tot Lot registration form and Medical sheet to register any children you have that will be in the Tot Lot.

***Tidewater Council BSA - Day Camp Staff Agreement***  
*(To be filled out in conjunction with Staff Application and Medical sheet)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Most Recent Place and Date of Employment: \_\_\_\_\_

Number of Years at Current Residence: \_\_\_\_\_

Personal Reference and Their Phone #: \_\_\_\_\_

Day Camp Location and Position Requested: \_\_\_\_\_

**By signing this agreement . . .**

- I understand this is a Volunteer Position offering no monetary compensation.
- I believe that my attitude toward volunteer work should be professional.
- I believe that I have an obligation to my work, to those who direct it, to my colleagues and to the Cub Scouts.
- I will seek to be fair and consistent with the Scouts.
- I understand that there will be no abusive language tolerated by anyone at camp.
- Smoking will be only in a designated area and that I have a qualified adult relieve me of my duties when I go to the smoking area.
- I understand alcohol and drug use is strictly forbidden.
- I understand that firearms are strictly prohibited.
- I will not submit the Scouts or staff to any form of initiations.
- I will be neatly groomed, and wear approved clothing. T-Shirts with inappropriate slogans, suggestions, or pictures will not be allowed. Shoes are required, **no sandals or flip-flops.**
- I will follow the guidelines presented in the Day Camp staff information booklet; and will assist, to the best of my ability, in Day Camp operations.
- I will keep confidential matters confidential.
- I will promote a pleasant attitude and will strive to see that each scout has a positive Day Camp experience.
- I understand that failure to adhere to this agreement could be cause for dismissal by the Day Camp Director.
- **I will attend the mandatory training provided by the Camp Director.**
- **I will not leave camp without notifying the Camp Director.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

# 2014 Cub Scout Day Camp - Tidewater Council

## TOT-LOT - Registration Form

(To Be Filled Out by a Parent or Guardian)

All registration forms are to be turned in to Council through your Pack Day Camp Coordinator.

Registration requires this form, and Medical Forms - Parts A & B (not C).

The Tot-Lot is a service provided for non-Cub Scout children of adult volunteers at Day Camp. Adult must be at camp the days the child is in the Tot-Lot. The child must be toilet trained and a minimum of two (2) years of age to 13 years. National requires volunteers to be 14 years of age or older, so younger children at camp must be in Tot-Lot.

The cost is \$4 per day / per child to cover costs of crafts, insurance and other expenses. This fee is paid directly to the Day Camp Director or appointed Manager.

**Please PRINT in ink.**

**District** (Check Box):  Princess Anne  Bayside  Three Rivers  Albemarle **Pack Number** \_\_\_\_\_

Child's name \_\_\_\_\_

*(Only one child per form. Each child must have all of their own individual forms.)*

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Birth (mm/dd/yy) \_\_\_\_\_ Age \_\_\_\_\_ Indicate:  BOY /  GIRL

Parent/Guardian Name	Parent/Guardian Name
Primary phone #	Primary phone #
Secondary phone #	Secondary phone #
Email Address	Email Address

**Check box** for Day Camp location where you will attend: (only one camp per form)

<input type="checkbox"/> Camp Emmanuel Outer Banks, NC #6410 June 16-20	<input type="checkbox"/> Elizabeth City Coast Guard Base Elizabeth City, NC #6411 June 16-20	<input type="checkbox"/> Portsmouth Coast Guard Base Portsmouth, VA <b>Twilight Camp</b> June 16-20 #7301
<input type="checkbox"/> Calvary Assembly of God Virginia Beach, VA #6414 June 16-20	<input type="checkbox"/> St. Stephen, Martyr Chesapeake, VA #7308 June 23-27	<input type="checkbox"/> Norfolk Elks Lodge Norfolk, VA #6461F June 23-27
<input type="checkbox"/> Virginia Beach Christian Church Virginia Beach, VA #6463 July 7-11	<input type="checkbox"/> Church of the Holy Apostles Virginia Beach VA <b>Twilight Camp</b> TBD #7808	

Those registering after the April early bird date are not guaranteed shirts upon arrival at day camp.

Tot-Lot Day Camp T-SHIRT(s) are \$8.00 Each (Indicate quantity after size)

Youth-Extra Small \_\_\_\_\_ Youth-Small \_\_\_\_\_ Youth-Med \_\_\_\_\_ Youth-Large \_\_\_\_\_ Total Quantity \_\_\_\_\_ X \$8= \$ \_\_\_\_\_

Indicate Days Attending:  ALL-WEEK

(Or Days)  Monday  Tuesday  Wednesday  Thursday  Friday

---

### Day Camp Director Use Only

Day Camp area parent is volunteering \_\_\_\_\_

**CAMP SCHOLARSHIP REQUEST FORM FOR TIDEWATER COUNCIL SCOUTS  
 ATTENDING TIDEWATER COUNCIL DAY CAMPS  
 APPLICATION DEADLINE, THIRD WEDNESDAY OF APRIL, of the Camping Year Requested**

To: The Camping Committee

Scout's Name, FIRST AND LAST NAME: \_\_\_\_\_

Telephone # of Scout: \_\_\_\_\_

Circle One: Pack Unit # \_\_\_\_\_

Name and Telephone number of Charter Representative: \_\_\_\_\_

Scout will attend: Cub Scout Day Camp; (location) \_\_\_\_\_

Financial Reason Scout needs scholarship (be specific)

\_\_\_\_\_  
 \_\_\_\_\_

*No Scholarships will exceed 40% of the fee for RESIDENT CAMP or 40% for Cub Scout Day Camp.*

*A maximum scholarship of 30% is possible for youth that received a campership in any prior year.*

*A maximum scholarship of 20% is possible for youth making a third or more scholarship request.*

*Request what you really need. Remember, all requests will be granted based on the total number of Scouts requesting funds.*

**To be eligible, the Units must have held a FOS presentation and participated in the Fall Popcorn Sale.**

To make sure that all sources of help have been considered, complete each line of the following. Do not mingle numbers-. Place zeros or amounts on each line.

Line A: Enter the fee of the program that this Scout is applying for:	\$ _____
1. AMOUNT OF CAMP FEES SCOUT WILL EARN OR SAVE	\$ _____
2. AMOUNT OF CAMP FEES SCOUT'S FAMILY WILL PROVIDE	\$ _____
3. AMOUNT OF CAMP FEES UNIT WILL PROVIDE	\$ _____
4. AMOUNT OF CAMP FEES CHARTERED ORGANIZATION WILL PROVIDE	\$ _____
5. Total of Lines 1 through 4	\$ _____
6. Subtract line 5 from line A—this is the amount of your scholarship request	\$ _____

**SINCE THE PREVIOUS CAMPING SEASON, DID THE UNIT PARTICIPATE IN - (Check Answer)**

**POPCORN SALES (  YES OR  NO)**

**FOS PRESENTATION (  YES OR  NO)**

SIGNED: \_\_\_\_\_

Unit Leader or Committee Chairman Print Name Date

**MUST BE SIGNED BY THE EXECUTIVE OFFICER ONLY**

SIGNED: \_\_\_\_\_

Executive Officer of Chartered Organization Print Name Date

**All Forms found to be defective will be returned for completion. Deadline will remain in force. All applications will be mailed to the Chartering Organization to be verified.**

# 2014 Cub Scout Day Camp - Tidewater Council Authorization to Pickup Scout

Camp Location \_\_\_\_\_

**Someone other than the parent/guardian will be picking up my scout.**

SCOUT'S NAME: \_\_\_\_\_ Day Camp Den # \_\_\_\_\_

**People other than parent/guardian are AUTHORIZED to pick up my scout:**

*Without written and signed authorization, we cannot release your son to anyone other than a parent/guardian. Phone calls are NOT valid authorization.*

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Guardian PRINTED Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent/Guardian SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

This form will be held by the Scout's Den Leader at Day Camp.

Make sure these individuals picking up Scouts know what DEN they are in.

Each Scout sibling should have a separate form since they are probably in different Day Camp Dens.

**Verify that the Scout's Medical Form has authorization to medically treat your son and we are authorized to photograph your son.**



# Part A: Informed Consent, Release Agreement, and Authorization

Full name: \_\_\_\_\_  
DOB: \_\_\_\_\_

**High-adventure base participants:**  
Expedition/crew No.: \_\_\_\_\_  
or staff position: \_\_\_\_\_

**Informed Consent, Release Agreement, and Authorization**  
I understand that participation in Scouting activities involves the risk of personal injury, including death, due to the physical, mental, and emotional challenges in the activities offered. Information about those activities may be obtained from the venue, activity coordinators, or your local council. I also understand that participation in these activities is entirely voluntary and requires participants to follow instructions and abide by all applicable rules and the standards of conduct.

In case of an emergency involving me or my child, I understand that efforts will be made to contact the individual listed as the emergency contact person by the medical provider and/or adult leader. In the event that this person cannot be reached, permission is hereby given to the medical provider selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for me or my child. Medical providers are authorized to disclose protected health information to the adult in charge, camp medical staff, camp management, and/or any physician or health-care provider involved in providing medical care to the participant. Protected Health Information/Confidential Health Information (PHI/CHI) under the Standards for Privacy of Individually Identifiable Health Information, 45 C.F.R. §§160.103, 164.501, etc. seq., as amended from time to time, includes examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

(If applicable) I have carefully considered the risk involved and hereby give my informed consent for my child to participate in all activities offered in the program. I further authorize the sharing of the information on this form with any BSA volunteers or professionals who need to know of medical conditions that may require special consideration in conducting Scouting activities.

With appreciation of the dangers and risks associated with programs and activities, on my own behalf and/or on behalf of my child, I hereby fully and completely release and waive any and all claims for personal injury, death, or loss that may arise against the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with any program or activity.

I also hereby assign and grant to the local council and the Boy Scouts of America, as well as their authorized representatives, the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made of me or my child at all Scouting activities, and I hereby release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all liability from such use and publication. I further authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings without limitation at the discretion of the BSA, and I specifically waive any right to any compensation I may have for any of the foregoing.

**NOTE: Due to the nature of programs and activities, the Boy Scouts of America and local councils cannot continually monitor compliance of program participants or any limitations imposed upon them by parents or medical providers. However, so that leaders can be as familiar as possible with any limitations, list any restrictions imposed on a child participant in connection with programs or activities below.**

List participant restrictions, if any:  None

I understand that, if any information I/we have provided is found to be inaccurate, it may limit and/or eliminate the opportunity for participation in any event or activity. If I am participating at Philmont, Philmont Training Center, Northern Tier, Florida Sea Base, or the Summit Bechtel Reserve, I have also read and understand the supplemental risk advisories, including height and weight requirements and restrictions, and understand that the participant will not be allowed to participate in applicable high-adventure programs if those requirements are not met. The participant has permission to engage in all high-adventure activities described, except as specifically noted by me or the health-care provider. If the participant is under the age of 18, a parent or guardian's signature is required.

Participant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/guardian signature for youth: \_\_\_\_\_ Date: \_\_\_\_\_  
(If participant is under the age of 18)

Second parent/guardian signature for youth: \_\_\_\_\_ Date: \_\_\_\_\_  
(If required; for example, California)

## Complete this section for youth participants only:

**Adults Authorized to Take to and From Events:**  
You must designate at least one adult. Please include a telephone number.

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Adults NOT Authorized to Take Youth To and From Events:**

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Telephone: \_\_\_\_\_



# Part B: General Information/Health History

**Full name:** \_\_\_\_\_

**DOB:** \_\_\_\_\_

**High-adventure base participants:**  
 Expedition/crew No.: \_\_\_\_\_  
 or staff position: \_\_\_\_\_

Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Height (inches): \_\_\_\_\_ Weight (lbs.): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP code: \_\_\_\_\_ Telephone: \_\_\_\_\_

Unit leader: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

Council Name/No.: \_\_\_\_\_ Unit No.: \_\_\_\_\_

Health/Accident Insurance Company: \_\_\_\_\_ Policy No.: \_\_\_\_\_



**Please attach a photocopy of both sides of the insurance card. If you do not have medical insurance, enter "none" above.**



**In case of emergency, notify the person below:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Home phone: \_\_\_\_\_ Other phone: \_\_\_\_\_

Alternate contact name: \_\_\_\_\_ Alternate's phone: \_\_\_\_\_

## Health History

Do you currently have or have you ever been treated for any of the following?

Yes	No	Condition	Explain
		Diabetes	<b>Last HbA1c percentage and date:</b>
		Hypertension (high blood pressure)	
		Adult or congenital heart disease/heart attack/chest pain (angina)/heart murmur/coronary artery disease. Any heart surgery or procedure. Explain all "yes" answers.	
		Family history of heart disease or any sudden heart-related death of a family member before age 50.	
		Stroke/TIA	
		Asthma	<b>Last attack date:</b>
		Lung/respiratory disease	
		COPD	
		Ear/eyes/nose/sinus problems	
		Muscular/skeletal condition/muscle or bone issues	
		Head injury/concussion	
		Altitude sickness	
		Psychiatric/psychological or emotional difficulties	
		Behavioral/neurological disorders	
		Blood disorders/sickle cell disease	
		Fainting spells and dizziness	
		Kidney disease	
		Seizures	<b>Last seizure date:</b>
		Abdominal/stomach/digestive problems	
		Thyroid disease	
		Excessive fatigue	
		Obstructive sleep apnea/sleep disorders	<b>CPAP: Yes <input type="checkbox"/> No <input type="checkbox"/></b>
		List all surgeries and hospitalizations	<b>Last surgery date:</b>
		List any other medical conditions not covered above	



# Part B: General Information/Health History

Full name: \_\_\_\_\_  
 DOB: \_\_\_\_\_

**High-adventure base participants:**  
 Expedition/crew No.: \_\_\_\_\_  
 or staff position: \_\_\_\_\_

## Allergies/Medications

Are you allergic to or do you have any adverse reaction to any of the following?

Yes	No	Allergies or Reactions	Explain	Yes	No	Allergies or Reactions	Explain
		Medication				Plants	
		Food				Insect bites/stings	

List all medications currently used, including any over-the-counter medications.

CHECK HERE IF NO MEDICATIONS ARE ROUTINELY TAKEN.  IF ADDITIONAL SPACE IS NEEDED, PLEASE INDICATE ON A SEPARATE SHEET AND ATTACH.

Medication	Dose	Frequency	Reason

YES  NO Non-prescription medication administration is authorized with these exceptions: \_\_\_\_\_

Administration of the above medications is approved for youth by:

\_\_\_\_\_/\_\_\_\_\_  
 Parent/guardian signature MD/DO, NP, or PA signature (if your state requires signature)

**!** Bring enough medications in sufficient quantities and in the original containers. Make sure that they are NOT expired, including inhalers and EpiPens. You SHOULD NOT STOP taking any maintenance medication unless instructed to do so by your doctor. **!**

## Immunization

The following immunizations are recommended by the BSA. Tetanus immunization is required and must have been received within the last 10 years. If you had the disease, check the disease column and list the date. If immunized, check yes and provide the year received.

Yes	No	Had Disease	Immunization	Date(s)	Please list any additional information about your medical history:
			Tetanus		
			Pertussis		
			Diphtheria		
			Measles/mumps/rubella		
			Polio		
			Chicken Pox		
			Hepatitis A		
			Hepatitis B		
			Meningitis		
			Influenza		
			Other (i.e., HIB)		
			Exemption to immunizations (form required)		

**DO NOT WRITE IN THIS BOX**  
 Review for camp or special activity.

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

Further approval required:  Yes  No

Reason: \_\_\_\_\_

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

# IMMUNIZATION EXEMPTION REQUEST

## SOLICITUD DE EXENCIÓN DE INMUNIZACIÓN

On religious, philosophical, or medical grounds, I request exemption for  me and/or  my child from all vaccinations and/or immunizations required by the BSA (found on Scouting.org under Scouting Safely) for attendance to Camp \_\_\_\_\_ operated by the \_\_\_\_\_ Council, Boy Scouts of America.

I understand that a medical evaluation and screening by a licensed health-care practitioner is necessary to reduce the possibility of exposing other camp participants to a communicable disease.

In consideration of these exemptions, I understand that I accept complete responsibility for the health of  me and/or  my child, and I hereby release and agree to hold harmless the Boy Scouts of America and any of its officers, agents, and representatives from any liability that might arise during Scouting activities by virtue of this exemption. It is further understood that, should an emergency arise, (name) \_\_\_\_\_, (telephone) \_\_\_\_\_, will be notified immediately. In the event that this contact cannot be located immediately, the Boy Scouts of America authorities may take such temporary measures as they deem necessary.

Por motivos religiosos, filosóficos o médicos, solicito la exención para mí  o mi hijo  de todas las vacunas o inmunizaciones requeridas por BSA (que se encuentran en Scouting.org bajo Scouting Safely) para asistir al campamento \_\_\_\_\_, operado por el concilio \_\_\_\_\_, Boy Scouts of America. Entiendo que una evaluación médica y el examen por parte de un profesional de la salud con licencia son necesarios para reducir la posibilidad de exponer a otros participantes del campamento a una enfermedad transmisible.

En consideración a estas exenciones, entiendo que acepto completa responsabilidad por mi salud  o la de mi hijo  y por medio de la presente libero y acuerdo eximir a la organización Boy Scouts of America y a cualquiera de sus funcionarios, agentes y representantes de cualquier responsabilidad que pueda surgir durante las actividades Scouting en virtud de esta exención. Queda entendido asimismo que, si surge una emergencia, (nombre) \_\_\_\_\_, (teléfono) \_\_\_\_\_, será notificado inmediatamente. En caso de que este contacto no sea localizado inmediatamente, las autoridades de Boy Scouts of America podrán tomar las medidas temporales que consideren necesarias.

\_\_\_\_\_  
Participant signature  
Firma del participante

\_\_\_\_\_  
Parent/guardian signature  
Firma del padre/tutor

\_\_\_\_\_  
Date  
Fecha

\_\_\_\_\_  
Name (print)  
Nombre (con letra)

\_\_\_\_\_  
Address  
Dirección

\_\_\_\_\_  
City, State, Zip  
Ciudad, Estado, Código postal



BOY SCOUTS OF AMERICA®