

# Tidewater Council

## *Day Camp Guide*

*2016*

**CSI**

**Cub Scout**

**Investigators**

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# TIDEWATER COUNCIL - DAY CAMP GUIDE

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# TIDEWATER COUNCIL CUB SCOUT DAY CAMP 2016

## General Information

This guide is general information put together by the directors, advisor, and volunteers of the Tidewater Council to explain how day camp works in the Cub Scout program and how to register. It does not go into detail of each individual camp's day-to-day operations. Though as a council we have a theme, each camp has its own directors that bring variety of program to each camp. No camp will be exactly like the other.

Each camp is planned, organized and conducted by trained camp and program directors with the assistance of volunteers such as yourself. Without the assistance of a large number of parents and volunteers, day camps could not occur. Each den of eight to twelve Cub Scouts needs a den leader and assistant den leader for two deep leadership. Each activity station also needs at least one adult and many such as crafts, shooting sports and games require more.

Camp programs are designed to support **Elective Adventure Requirements**.

**Packs are asked to sign up as a group and provide at least one adult for every four registered Scouts.** These adults can help for the entire week or trade off, as long as each day's ratio is fully covered. This insures adequate adult supervision for the dens and aids the camp director in providing a great day camp experience for the Scouts.

If you have questions about this guide, specific questions about an individual camp or day camp in general, please contact any camp directors.

Thank you for your support and dedication to Tidewater Cub Scouting. We know from experience how much the boys enjoy day camps and appreciate your involvement.

NOTICE: In previous years, the day camp program has promoted the **Sports and Academic Belt Loop and Pin program**. This was a supplemental program and National **discontinued** it May 31, 2015. Though we will continue to offer activities at camp, such as BB's and Archery, there are no Belt Loops or Pins available to recognize participation. However, we will use the newest program that was just released by National for Cub Scout shooting sports.

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# PARENT SECTION

## WHAT IS CUB SCOUT DAY CAMP?

Cub Scout Day Camp is a weeklong outdoor experience for boys. Camps vary in the hours of operation, but they normally run from 8:30 or 9:00 AM to 3:30 or 4:00 PM. Twilight camps normally run from 3 or 4 PM until around 9 PM. This gives parents the opportunity to be involved on a more flexible schedule. A camp and program director with a staff of volunteers conduct the camp programs. You are invited to be part of the staff! Cub Scout Day Camp:

- Promotes year round Cub Scout program
- Provides opportunity to complete **elective adventure requirements** at every rank
- Encourages Cub Scouts to benefit and grow with a good outdoor experience

The daily program centers on Cub Scout and Webelos electives as they relate to the outdoor program. The Scouts will work on activities that are challenging and age appropriate. There are a wide range of activities varying between camps but most camps will include most of the following: *(Please note that Sports & Academic Belt Loop and Pin program is discontinued)*

- Shooting Sports (BB Guns and/or Archery)
- Sports and games
- Academics
- Science
- Nature
- Crafts
- Skits and songs
- Lunchtime program

All registered Cub Scouts are eligible to attend day camp. Day camp uses the same ranks to identify age groups as your pack.

- **Tigers** are boys who have completed kindergarten; An adult partner must attend
- **Wolves** have completed the first grade
- **Bears** have completed second grade
- **Webelos** have completed third grade
- **Arrow of Light Scouts** have completed fourth grade

**TIGER Partners:** It is a National BSA requirement that all Tiger Scouts must have an adult partner with them at all activities. The adult partner is expected to participate. The camp director will identify one of these adults to be a den leader for their day camp den.

## What Scouts Need to Bring to Camp

Each Scout should bring the following items. At the individual camp's Scout and Parent Orientation sessions, the directors will identify any additional items needed for that camp.

- Refillable water bottle/canteen
- Lunch (refrigeration is not available, so please pack accordingly)
- Sunscreen and Insect repellent
- Closed toe shoes
- Hat or sun visor
- Bandana/wash cloth/hand towel
- Required prescription medication in original container (see below)

## Medication

Medication that must be taken during camp hours, must be 1) listed on Medical Part B; 2) in the original container for that individual for that medication; 3) Turned into the camp Medic in a gallon size, re-sealable bag, with the person's name and phone number on it. All medication must be picked up prior to closing on Friday. Epi Pens should be carried by the person or DL.

## Fees

The early discount to register for Day Camp is \$95.00 per camper for all fees paid on or before April 16. After April 16, for all camps except the July camp at Scott Memorial, the normal registration fee is \$105.00 until June 1. Registrations after June 1 must have written permission of the camp or program director for the desired camp and the registration fee will be \$125.00. The camp at Scott Memorial is in July, so dates are extended \$105 until July 2<sup>nd</sup> and \$125 after. A \$5.00 brother discount is available for the second Cub Scout from the same family to attend the same camp, the same week.

Your Pack's day camp coordinator will collect all of your pack's registrations, fees and medical forms. The Pack coordinator will then submit all registration and medical forms and one payment to Tidewater Council. Pack coordinators are expected to attend an orientation session.

Scouts and adult volunteers registered after June 1<sup>st</sup> will not be guaranteed a T-shirt upon arrival at camp, as orders are placed well in advance. Additional shirts will be ordered as needed.

Camps have maximum capacities and can fill before the deadline. Apply early to reserve your spot. After a camp has reached capacity or the sign-up deadline has passed, all Cub Scout registrations must have the camp director's written approval to be added to the camp roster.

## Fees cover the following items

Patch/Certificate  
Promotional Information  
Camp crafts and supplies

Insurance  
Day camp tee-shirt  
Staff training and recognition  
Camp Picnic for campers and full time staff

## Forms to Complete

Your Pack day camp coordinator will collect: (Please do NOT alter the forms in this guide.)

- Scout Registration Form
  - Code of Conduct
  - Authorization to Pick up Scout
  - Medical Forms (A & B only)
  - Volunteer Registration Form
  - Staff Agreement Form
  - Tot-Lot Registration Form
- Everyone at Camp must have Medical Forms

# CAMP LOCATIONS

LOCATION- DISTRICT	CAMP DIRECTOR	PROGRAM DIRECTOR	CAMP DATES	TIMES
OBX – Albemarle	NOT Scheduled			
<b>Elizabeth City – Albemarle</b> Forest Park Baptist Church	Christy Cooper <a href="mailto:cyoung1130@yahoo.com">cyoung1130@yahoo.com</a> (208) 597-6044	TBD	June 13-17	M 7:30 – 3:30 T-F 7:45 – 3:30
<b>Portsmouth – Three Rivers</b> Coast Guard Base Portsmouth <b>Twilight Camp</b>	Christian Tynch <a href="mailto:ctynch001@gmail.com">ctynch001@gmail.com</a> (757) 708-4305	TBD	June 20-24	Twilight 3:00 PM to 9:00 PM
<b>Virginia Beach – Princess Anne</b> Tabernacle Baptist Academy	Jeremy Goric (843) 860-6606 <a href="mailto:Jeremy.goric@gmail.com">Jeremy.goric@gmail.com</a>	Jeanne Blair (757) 319-3366 <a href="mailto:jbbbtbbb@verizon.net">jbbbtbbb@verizon.net</a>	June 20-24	9:00 AM to 4:00 PM Fri till 2:00 PM
<b>Chesapeake – Three Rivers</b> St Stephen, Martyr	Ed Davis (757) 633-5345 <a href="mailto:twdcsm@gmail.com">twdcsm@gmail.com</a>	TBD	June 27-July 1	8:30 AM to 4:15 PM Fri till 1:00 PM
<b>Norfolk – Bayside</b> Elks Lodge	Dawn Adams (757) 324-2204 <a href="mailto:mustanggirl93@yahoo.com">mustanggirl93@yahoo.com</a>	Marianne West (757) 587-5258 <a href="mailto:marianne.west@cox.net">marianne.west@cox.net</a>	June 27-July 1	8:00 AM to 4:00 PM Fri till 2:00 PM
<b>Virginia Beach – Bayside</b> Scott Memorial United Methodist Church	Kate Nicholson (757) 918-6891 <a href="mailto:nichs96@cox.net">nichs96@cox.net</a>	Jeanne Blair (757) 319-3366 <a href="mailto:jbbbtbbb@verizon.net">jbbbtbbb@verizon.net</a>	July 18-22	9:00 AM to 4:00 PM Fri till 2:00PM

**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 updated.

# DIRECTIONS TO DAY CAMP 2016

## **Elizabeth City – Forest Park Baptist Church, (North Carolina)**

**300 Forest Park Rd.** Elizabeth City, NC 27909

**From South Mills:** Take US-17 South to Exit #258, NC-344 Halstead South, at the bottom of the ramp, turn left onto Halstead Rd, travel 3.2 miles, turn left onto Forest Park Rd and travel to the church.

**From Barco:** Take US-158W for 15.9 miles, turn left on N. Hughes Blvd, travel .3 miles, turn right on West Main Street Extension for 1.1 miles, and left onto Forest Park Rd for .2 miles.

## **PORTSMOUTH COAST GUARD BASE (Portsmouth)**

**4000 Coast Guard Boulevard,** Portsmouth, Virginia 23703-2199

Those without Military ID cards must be on the Day Camp access list. Please contact the camp director if you are a visitor who is not otherwise registered with the camp.

**From Chesapeake Square Mall:** Take Portsmouth Blvd. to 664 North, Exit 9B to (164) Western Freeway, Exit at Cedar Lane, turn left onto Cedar Lane, turn right on Coast Guard Blvd, and follow until you reach the gate.

**From downtown Portsmouth:** Travel West on High St., turn right on Cedar Lane, turn right on Coast Guard Blvd and follow until you reach the gate.

## **Tabernacle Baptist Academy and Church (Virginia Beach)**

**717 Whitehurst Landing Rd,** Virginia Beach, VA

From Providence Rd: North on Whitehurst Landing Rd. (Intersection at Providence Presbyterian Church, head north)

## **ST. STEPHEN MARTYR CATHOLIC CHURCH (Chesapeake)**

**1544 Battlefield Blvd S,** Chesapeake, VA

From I-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)**

**1231 Typo Ave,** Norfolk, VA 23502

**From Little Creek Rd:** Take Military Hwy South 4 miles, turn right at Sabre Rd .4 miles; take 2nd right onto Harmony Rd; turn hard left onto Quill Rd, travel 400ft and turn right at Typo Ave.

**From Virginia Beach Blvd:** Traveling west bound, cross under US-13 N. Military Hwy, travel .6 miles, turn right at traffic light onto Raby Rd, travel .3 miles, turn left onto Harmony Rd, turn hard left onto Quill Rd, travel 400ft and turn right at Typo Ave.

## **SCOTT MEMORIAL UNITED METHODIST CHURCH (Virginia Beach)**

**409 First Colonial Road,** Virginia Beach, VA 23454

Take I-264 East toward the Ocean Front; take Exit 21 A, south to First Colonial Rd  
Heading south, the church is on the right, immediately south of I-264



## Military Volunteers

Volunteers that are active duty, Tidewater Council can provide a letter requesting no-cost orders. Should you require a letter, please provide to your camp director: your command's name and address, your name and rank, the camp date and location where you will volunteer. The camp director will forward requests to the council day camp advisor. **While Tidewater Council is happy to request the special orders, the final decision is made by the military command. Submit requests to the camp director as early as possible.** OPNAVINST 5760.5B gives the authority to grant no cost orders for the Navy. Other services have their own instructions.

## Tot Lot Program

Tot lot is a convenience for adults who volunteer at camp and staff who have children that are not Cub Scouts. Tot-lot children must be toilet trained and at least two years age. Children 11 to 13 years old may register for the Go-For Patrol. **The fee is \$4 per day, payable to the camp director.** The money covers insurance, supplies, snacks and drinks. Each child attending needs to have a Tot lot registration form and Medical forms A & B, submitted prior to camp. Tots may not tag-along with the adult volunteer during camp activities. Full week adult volunteers receive one free tot slot.

The person in charge of the Tot lot plans activities for the younger crowd and will develop a full program of crafts, story time, nature activities and quiet time geared toward the younger child. Tot lot participants may be included in the after lunch program if the activity is age appropriate.

## Cub Scout Day Camp Advancement

The day camp programs contain a well-balanced variety of adventure achievements. However, the primary objective of day camp is not advancement. Our overall objective is to be outside, try new things, learn new skills, make new friends, and to have FUN! Each camp has a Program Director that plans that camp's program. So, each camp may have similarities, but will be unique in what they offer. Day camp den leaders will have record sheets for tracking the Scout's progress throughout the week. At the end of camp, copies will be made for both the Scout and the pack. Packs should receive a packet of their Scouts activities by the district Roundtable following camp. Camps do not award any recognition other than the day camp patch during camp.

Please note that in 2015, National made significant changes to the Cub Scout program. This included the elimination of the Sports and Academics Belt Loop and Pin Program. Even though these recognitions are no longer available, does not mean that the activities have been removed from the program. Camps will still host shooting sports, play sports and swim.

## Camp Pictures

Each of the camps has its own Camp Director, so procedures will vary. Most camps take pictures and sell packets for a \$3.00 fee per scout. Contents of the packets do vary. Packets often include a den picture and individual Scout picture. Picture packets are usually distributed as part of the closing package. The authorization to photograph is part of Medical form Part A.

# PACK SECTION

## Pack Day Camp Coordinator Job Description

The pack day camp coordinator's job is twofold. First, it is to ensure that every family in the pack knows about day camp and has an opportunity to sign up. This is done by promoting day camp at den and pack activities. There are promotional suggestions listed below. The district's camp director can be invited 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, the pack roster, the Scout, adult and tot-lot registration forms, with signed code of conduct and staff agreement forms and medical forms A&B for everyone attending camp. The pack coordinator will collect all fees at the unit level and provide one unit payment to council. If additional individuals wish to sign up after the pack's deadline, the pack coordinator helps them fill out the required forms. Then submits an additional cover sheet with a unit roster and required documentation to council in a timely manner. **Please do not hold packets until the next council deadline. Timely processing is critical for directors to prepare for a successful camp. Forms must not be altered.**

## 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. The key to giving every boy an opportunity to attend camp is to get the information out to the unit in a timely manner. This affords families the opportunity to make plans for attending camp.

The pack committee appoints the pack day camp coordinator. This person is the camp director's point of contact for the pack. While it is recommended your unit sign up its scouts for the same camp, it is not required. This will aid in carpooling and coordination of parent volunteers to assist in camp. Decide which camp works best for your pack.

A great opportunity to make the initial presentation is at a pack meeting where the attendance will be high. 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.

Please do not alter the forms in this guide. It is best to encourage families to use the fillable documents and print. The documents cannot be saved with the data entered. Also have copies of: Camp schedules and locations, Scout registration form with Code of Conduct copied on back, Staff/Volunteer Registration form with Staff Agreement copied on back, Tot-Lot forms, and Medical forms A & B for everyone attending. Keep a record of which families have received the information. This will make follow-up easier.

Use the camp theme in planning the pack presentation.

*Each pack is required* to provide at least one full time volunteer for every four Scouts attending camp for each day of camp (groups of less than four also require a leader). As the pack coordinator collects the camp registrations, use the “Day Camp Unit Roster” to keep track of the boys that have applied and paid fees as well as the adults 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. Pack meetings with high attendance provide 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, Scout registration forms with Code of Conduct copied on back, adult registration forms with Staff Agreement copied on back, Tot-Lot forms for volunteers with other children and Medical A & B for everyone. Adults volunteering must be registered with BSA, with background checks and current Youth Protection Training (YPT).
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 attends 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 electronic communication system, or phone calls to remind parents of the pack’s sign-up deadline.
11. Use the PACK ROSTER FORM 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) for each day of camp.
12. Complete the process by bringing all of the forms and money (**one check or cash**) to the Scout store. Remember to turn in everything as early as possible. It is best not to wait until the deadline to register with Council.

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

A pack meeting 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 activities the camp has planned. Most camps will do sports, crafts and games, but not all camps will do BB guns or bows and arrows. Families will want to know the exact times for camp opening and closing.

Tailor the presentation along the lines of the theme for the camp. 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 every Cub Scout will enjoy. They go to camp each morning and begin the day with an opening ceremony. The boys are assigned in dens and begin a series of great activities. They make some special crafts (hold up some items from previous camps) similar to these. They will get to shoot BB guns or bows and arrows. Parents don't worry, we are under strict control and have trained instructors. They will likely play some sports.

They will learn about nature and do science experiments. After a lunch break and rest period, there are more activities. The day ends with another ceremony. We are going to have a great time and we want all of you to come.

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 \_\_\_\_\_ 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 to provide at least one adult for every four scouts we send. The adults will serve as den leaders or station helpers. For adults volunteering at camp, 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 letter requests need to be submitted to me.

The cost to go to camp this year is \$95.00 if we register by April 16. 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 16, the cost increases to \$105 per person.

There are some camperships available (financial assistance). Please see me if you would like information on applying. There is a \$5.00 discount if you have a second son attending the same camp. Registration after June 1<sup>st</sup> increases to \$125 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 council deadline to sign up for this camp is June 1. 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 \_\_\_\_\_.

The bottom line is this, it is great fun for Scouts, parents and siblings and a great deal, so please get the forms filled out and checks written to our pack. Make sure you turn them back into me no later than \_\_\_\_\_.

If for some reason you cannot attend, please let me know that too.

# FILLING OUT THE FORMS

Please fill out required forms completely. Do NOT alter the forms in this guide. Print neatly on all paperwork. Day camp directors do not have access to Council's data base, so they are not able to figure out what they cannot read. These forms are turned into your Pack's Day Camp Coordinator. Your unit's coordinator will turn in the complete packet of forms and payment to Tidewater Council.

**Cub Scouts:** Youth entering the 1<sup>st</sup> grade in Fall 2016 will be the new Tiger Rank and are required to have an Adult Partner (AP) with them at camp at all times.

- Scout Registration Form. Make sure that the grade you write in reflects the grade he **WILL COMPLETE** in June 2016. Please carefully consider the t-shirt size, extras are not available for trading.
- Code of Conduct signed by Cub Scout and Parent
- Annual Health and Medical Record (parts A & B)

**Volunteers – Youth or Adult:** Volunteers must be at least 14 years of age, or a trained Den Chief volunteering with their den. Volunteers that are 18 year or older are to be registered with BSA and have a background check. Full week volunteers receive a free t-shirt; please indicate the correct size t-shirt. All other volunteers have the option to purchase a t-shirt.

- 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
- Only volunteers age 21 and older count toward youth / adult ratio requirements

**Tot Lot:** Tots are children of adult volunteers, for the days the adult volunteers at camp. Children are to be potty-trained and at least 2 years of age. Children ages 11 to 13 years of age may register with the Go-For Patrol, as they are not old enough to register as a volunteer.

- Tot-Lot Registration Form – must be submitted prior to the beginning of camp
- Annual Health and Medical Record (Sections A & B)

## **Pack Roster and Pack Payment Forms:**

The Pack Roster Form lists all Scouts and qualified adult volunteers (age 21+) attending camp. Rosters without required documentation will not be accepted. You may use as many adults as necessary to meet required ratio of 1 adult per 4 scouts for each day of camp. The Pack Payment Form compiles the amount of money due to the council for the registrations being turned in. It also has a check list of all required documents due with your payment.

# VOLUNTEER & STAFF SECTION

## Elements of a Successful Day Camp Program

Adult Participation — parents are urged to volunteer either on a daily basis or for the entire week. Adults 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 means 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 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 a Good Day Camp Leader (Volunteer)

MATURITY	SENSE OF HUMOR
COMPETENCE	ADAPTABILITY
IMAGINATION	GOOD APPEARANCE
UNDERSTANDING BOYS NEEDS	SENSE OF RESPONSIBILITY
PATIENCE	COMPASSION
COMMITMENT	TACT
AGREEABLE PERSONALITY	POSITIVE ATTITUDE

When the camp staff/leader is recruited, a commitment is made by each individual to attend staff/leader information session. This will be held before opening of day camp. The camp director will determine the dates of each individual camp's sessions. 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. All volunteers 18 years and older are to be BSA registered scouters, with background checks and must have current Youth Protection Training.

## **Duties of Adult Den Leaders (Volunteers)**

1. Responsible to the Camp Director
2. Attend the Camp Director's meeting at the beginning and end of the day
3. Assign den 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. Camp directors must contact parents of all absent scouts.
5. Do a head count upon arriving at EACH program area. Follow posted procedure for lost boy if there is a discrepancy in the count.
6. Go over the schedule with the Cub Scouts at the start of each day.
7. Hand out and maintain control of name tags, if used.
8. Escort den from station to station. Encourage singing and games along the way.
9. Assist in program areas as needed so boys make the most of the opportunities available.
10. 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.
11. **FILL OUT ACHIEVEMENT SHEET ON EACH BOY AFTER EACH STATION!!**
12. Help boys with songs or skits for the family program later in the week.
13. Be concerned with camper safety. Prevent such dangerous actions as rock throwing, etc.
14. All first aid must be performed by the camp medic and recorded in the medical log. For minor injuries, escort Cub Scout to the camp medic after the rest of the den has been taken care of. For major emergency follow posted camp procedures.
15. Maintain control of the den. Report any problems you cannot handle to the camp director. Keep on schedule and do not punish the group with not going to a station.
16. 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.
17. Observe and recognize Scout-Like behavior. Smoking must be in designated area only.
18. Use the Cub Scout Sign; do not yell "Signs up." Do not yell at the scouts or other volunteers!
19. Do NOT make up additional rules. We use the scout Oath and Law as our guidelines.
20. **RELAX AND HAVE A GOOD TIME!!!**

Program station supplies are provided by the camp. Den time activities are the responsibility of the den leader. It is helpful to have a small box with simple games, crayons, paper, scissors, marbles, etc.

## **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. A copy of the training certificate must be submitted.

Youth must be 14 years of age or older to volunteer at camp. These youth will serve as runners, station assistants, den leader assistants, general helpers and carry out assigned duties. For youth ages 10 to 13, please see information about the Go-For Patrol.

NOTE: The 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 Scout Executive, Bill Deany, **immediately** by calling (757) 685-5303.

All day camp staff volunteers 18 years and older must have current Youth Protection Training, whether or not they are registered adults. The Youth Protection Training course is available at [my.scouting.org](http://my.scouting.org)

Please continue to use only one training account. If you are or were a registered Scout in Tidewater council, and you are creating a training account for the first time, you **MUST** use your BSA ID# to set up your account so that it links to your records of advancement. Otherwise, you will probably change your ID #, as the system will create a new one for you.

## Refund Policy

Refund requests must be made on the Tidewater council, Camp and Activity Refund Application. Copies of the form are provided upon request through the current day camp advisor. Completed forms are submitted to the day camp advisor. On the form, you must give a reason for the request, and it should be accurate and compelling and submitted by the deadline. There is a minimum 15 percent surcharge on refunds, and other monies already expended will determine the amount of the actual refund. Refunds are provided back to the unit that submitted the original payment and they have the option to reimburse the individual registrant. If a store account exists, money will be deposited in it, otherwise a check will be written.

From the Events Handling Guide:

Refunds are permitted as long as they are requested two (2) or more weeks prior to the event. After that, the funds can only be transferred to another member in the same chartered organization for use at that specific event. Refunds are not granted regardless of circumstances after the two (2) calendar week deadline before the event has been reached. If an event is not held, all funds shall be returned without any fee or expense withheld, first to the unit account or next to the unit via the committee chair. Because materials and other supplies are purchased prior to an event, it is impossible to have a more liberal refund policy. If a registrant is sick, the event is still held, the materials were purchased and the event expected them to attend. If a registrant suddenly realizes that they did not plan their calendar well or their school changes a test, this is outside of the control of the event. In other words, the event must plan and make decisions based on every registrant's attendance, not on unforeseen circumstances.

## Personal Equipment Used at Camps

Our day camps are hosted at a variety of locations that are not council property. Often times we ask volunteers to bring items to camp, such as tables, chairs, canopies, easy-up, car-ports, wagons, water jugs, and the like. Funding is not in our camp budgets to buy and store all of these items for camp. We appreciate the generosity of our families and volunteers. Please understand that all of these items are not covered for loss or damage. The weather is unpredictable in the summer months and has caused destruction of property at times. The owner bears the burden of damaged or lost personal property.



# 2016 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)

Early Bird rate through April 16 <sup>th</sup> . . . . .		x	\$95 =	\$	
April 17 <sup>th</sup> to June 1 <sup>st</sup> (Scott Memorial July 2 <sup>nd</sup> )		x	\$105 =	\$	
After June 1 <sup>st</sup> (written permission from director) . .		x	\$125 =	\$	
LESS: Number of Brother Discounts . . .		x	-\$5 =	-\$	

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

ADD: Additional Youth T-Shirts . . . . .  x \$12 = +\$

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

ADD: Adult T-Shirts purchased . . . . .  x \$12 = +\$

ADD: Tot-Lot T-Shirts . . . . .  x \$8 = +\$

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](http://myscouting.org))
- Tot-Lot Form (one per child – adult volunteer must volunteer at camp the 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)

# 2016 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 pack 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. 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. Do NOT modify forms in the guide book.

Page \_\_\_\_\_ of \_\_\_\_\_ Use additional sheets to list all Scouts.

(Use Ditto "" mark if same person all week)  
Adult Volunteer Name(s)

Cub Scout Camper Name

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. \_\_\_\_\_

## 2016 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 Tigers, an adult partner is required the entire time they are at camp. Do NOT modify this form.

**The form is a fillable PDF, or Please PRINT neatly in INK.**

**PACK #** \_\_\_\_\_

**District** (Check Box):  Princess Anne  Bayside  Three Rivers  Albemarle

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 complete June 2016**)  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 Cub Scout will attend: (only one camp per form)

<input type="checkbox"/> Camp Emmanuel Outer Banks, NC #6410 NOT SCHEDULED	<input type="checkbox"/> Forest Park Baptist Church Elizabeth City, NC #6411 June 13-17	<input type="checkbox"/> Tabernacle Baptist Academy Virginia Beach, VA #6414 June 20-24
	<input type="checkbox"/> St. Stephen, Martyr Chesapeake, VA #7308 June 27 - July 1	<input type="checkbox"/> Norfolk Elks Lodge Norfolk, VA #6461F June 27 - July 1
<input type="checkbox"/> Scott Memorial United Methodist Virginia Beach, VA #6463 July 18-22	<input type="checkbox"/> Portsmouth Coast Guard Base Portsmouth, VA #7301 <b>Twilight Camp</b> June 20-24	

**Scout's T-SHIRT** (Check only *One* - Each Scout receives one shirt with registration, additional shirts are below)

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 Scout shirts may be purchased below. Shirts for adult volunteers must be ordered on the adult volunteer form, NOT this form. Scouts registering after the April early bird date are not guaranteed shirts upon arrival at day camp.)

ADDITIONAL SCOUT T-SHIRT(s) are \$12 Each (Indicate quantity after size: how many, not a check-mark)

Y-Med \_\_\_ Adult-S \_\_\_ A-M \_\_\_ A-L \_\_\_ A-XL \_\_\_ Total Quantity \_\_\_ X \$12 = \$ \_\_\_\_\_

Cub Scout Registration Early Bird fee till April 16<sup>th</sup> is \$95 ..... + \$ \_\_\_\_\_  
 Regular Registration fee April 17<sup>th</sup> to June 1<sup>st</sup> (Scott Memorial July 2) \$105 ..... + \$ \_\_\_\_\_  
 Late Registration (Camp approval) After June 1<sup>st</sup> (Scott Memorial July 2) \$125 ..... + \$ \_\_\_\_\_  
 First Scout is full price, additional Cub Scout Brother, Subtract \$5 disc ..... - \$ \_\_\_\_\_  
 Council Approved Campership (attach copy) ..... - \$ \_\_\_\_\_  
**TOTAL AMOUNT for this Scout** \$ \_\_\_\_\_

**"Code of Conduct" Form must be attached and signed by both Scout and Parent/Guardian**

## CUB SCOUT DAY CAMP - CODE OF CONDUCT

The following applies to all Cub Scouts attending day camp. This document must be read and signed by the Scout and his parent/guardian. **Submit this form with your camp registration.**

1. Scouts are expected to use the Scout Oath and Law as basic guidelines.
2. **The Buddy System is in effect at all times.** Den leaders will assign buddies. Buddies stay together at all times throughout camp. Den leaders/walkers and camp staff may re-assign a buddy as necessary. Scouts should know who your buddy is and where they are at all times.
3. For early departures, please provide written notification in advance. Scouts must sign-out with their Den leader prior to departure. The adult must be listed on the Scout's form for Authorization to Pick Up.
4. Scouts must ask for permission from their den leader before they leave their den at all times during the day. At the end of the day, Scouts must be signed out with the Den leader prior to departure.
5. When Scouts arrive at camp, they will check-in with their Den leader first.
6. **Scouts will leave their knives at home.** Activity stations using knives will provide them as needed.
7. Scouts will not carry matches. If needed, they will be provided for the activity.
8. **Scouts will wear closed toe shoes and socks at all times, except when swimming. Crocks are not authorized.** Sandals that cover the toe completely and secure around the heel are acceptable.
9. Scouts will be respectful towards all adults, staff, other Scouts and visitors.
10. Scouts will be respectful and mindful of the feelings, safety, and property of their fellow Scouts.
11. Scouts will use appropriate language at all times. Improper language is the use of foul, profane or abusive words. Please address adults by their proper name or camp name.
12. Scouts are not to throw objects in camp that are not otherwise part of a supervised camp activity.

I have read and understand the Code of Conduct. I understand that repeated violation of this code will lead to quiet time, a phone call or a note home, and/or possible dismissal from day camp. There are no refunds if you are asked to leave camp.

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

Scout's Signature: \_\_\_\_\_

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

# 2016 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 Scouts, an adult partner is required the entire time at camp, please complete this form. (Day Camp Directors do NOT have access to Council data, please print neatly.)

**The form is a fillable PDF or PRINT neatly in INK.**

**District** (Check Box):  Princess Anne  Bayside  Three Rivers  Albemarle **PACK #** \_\_\_\_\_

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 NOT SCHEDULED	<input type="checkbox"/> Forest Park Baptist Church Elizabeth City, NC #6411 June 13-17	<input type="checkbox"/> Tabernacle Baptist Academy Virginia Beach, VA #6414 June 20-24
	<input type="checkbox"/> St. Stephen, Martyr Chesapeake, VA #7308 June 27 - July 1	<input type="checkbox"/> Norfolk Elks Lodge Norfolk, VA #6461F June 27 - July 1
<input type="checkbox"/> Scott Memorial United Methodist Virginia Beach, VA #6463 July 18-22	<input type="checkbox"/> Portsmouth Coast Guard Base Portsmouth, VA #7301 <b>Twilight Camp</b> June 20-24	

Volunteer:  **Full-Week** (OR Daily)  **Monday**  **Tuesday**  **Wednesday**  **Thursday**  **Friday**

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

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

**ADDITIONAL 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 = \$ \_\_\_\_\_

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

*Tiger Partners and volunteers under the age 21 do not count toward National camp ratio.*

I am a Youth (age 14 to 17)  I am a Young Adult (Age 18 to 21)  I am a Tiger Partner

*Indicate how and where you wish to volunteer. Camp Directors will try to meet requests, but must cover ALL areas of camp. Indicate if you are not flexible on this. Adults are meeting National camp ratio requirements.*

Day Camp Den Leader (indicate rank(s) you are willing to work with) Please put me with my son  
 Wolf  Bear  Webelos  Arrow of Light  Yes  No

**Activity/Station Staff** (indicate area(s) you are willing to work. Not everyone gets to be a den leader)

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Tot-Lot Child Care | <input type="checkbox"/> Crafts          | <input type="checkbox"/> Medical Staff (Requirements)            |
| <input type="checkbox"/> Scout Skills       | <input type="checkbox"/> Sports/Games    | <input type="checkbox"/> BB Guns / Archery (Training required)   |
| <input type="checkbox"/> Songs/Skits        | <input type="checkbox"/> Nature/Outdoors | <input type="checkbox"/> Swimming (some camps/training required) |

**“Staff Agreement” Form must be signed and attached.**

Day Camp provides a Tot-Lot program with fun activities for children of volunteers that are not eligible to attend camp. Children must be registered in advance. Please use the Tot Lot registration form.

***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 will not have consumed alcohol prior to camp.
- 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. For women, clothing must reasonable cover the 3 B's, no spaghetti strap tops.
- Closed toe shoes are required, **no sandals, Crocks or flip-flops.**
- I will not modify the camp T-shirt. I understand that it is the camp uniform.
- 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 session for this year provided by the Camp Director.**
- **I will not leave camp without notifying the Camp Director.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

# 2016 Cub Scout Day Camp - Tidewater Council Tot-Lot & Patrol - 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, who will submit them into the council with required paperwork. 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 or Patrol. Children must be toilet trained and a minimum of two (2) years of age. National requires volunteers to be 14 years of age or older. For non-Cub Scout youth ages 10 to 13 years, they may register with the Go-For Patrol, on this form.

**This is a fillable PDF or Please PRINT neatly in ink.**

**PACK #** \_\_\_\_\_

**My Unit's District** (Check Box):  Princess Anne  Bayside  Three Rivers  Albemarle

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 NOT SCHEDULED	<input type="checkbox"/> Forest Park Baptist Church Elizabeth City, NC #6411 June 13-17	<input type="checkbox"/> Tabernacle Baptist Academy Virginia Beach, VA #6414 June 20-24
	<input type="checkbox"/> St. Stephen, Martyr Chesapeake, VA #7308 June 27 - Jul 1	<input type="checkbox"/> Norfolk Elks Lodge Norfolk, VA #6461F June 27 - July 1
<input type="checkbox"/> Scott Memorial United Methodist Virginia Beach, VA #6463 July 18-22	<input type="checkbox"/> Portsmouth Coast Guard Base Portsmouth, VA #7301 <b>Twilight Camp</b> June 20-24	

Indicate Days Attending:  ALL-WEEK (Adult volunteer must be at camp these days)

(Or Days)  Monday  Tuesday  Wednesday  Thursday  Friday

The fee is \$4 per day, per child, paid to the Camp Director at camp. Full-week volunteers receive one Tot Fee FREE as a thank you for your extended time and effort. Should you not fulfill the full week commitment, the daily rate is required.

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

TOT-LOT REGISTRATION (Ages 2 years +)

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= \$ \_\_\_\_

Go-FOR PATROL REGISTRATION (Ages 10 to 13 years old)

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

Youth-Medium \_\_\_\_; Adult Small \_\_\_\_; Adult Medium \_\_\_\_; Adult Large \_\_\_\_; Total Quantity \_\_\_\_ X \$8= \$ \_\_\_\_

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## 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**

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.**



## 2016 Cub Scout Day Camp - Tidewater Council Authorization to Pickup Scout

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

**YOUTH'S NAME:** \_\_\_\_\_ **Day Camp Den #** \_\_\_\_\_

*Our camp volunteers do not know the parents/guardians of all the youth placed in their care. For the safety of all of those entrusted to us for the week, please fill out one form for each youth under 18 years of age.*

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

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

*Please plan for the unexpected and for carpooling. They will be asked to present ID.*

**These individuals are AUTHORIZED to pick up my child from camp:**

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

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

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

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

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

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

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

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

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

Make sure these individuals picking up Scouts know what DEN the scout is in.

Each youth under 18 years must have a separate form since they are most likely assigned to different areas.

**Scout's Medical Form has authorization to medically treat your son & authorization to photograph.**

## 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:** \_\_\_\_\_

**High-adventure base participants:**

Expedition/crew No.: \_\_\_\_\_

or staff position: \_\_\_\_\_

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

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
<input type="checkbox"/>	<input type="checkbox"/>	Diabetes	<b>Last HbA1c percentage and date:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Hypertension (high blood pressure)	
<input type="checkbox"/>	<input type="checkbox"/>	Adult or congenital heart disease/heart attack/chest pain (angina)/heart murmur/coronary artery disease. Any heart surgery or procedure. Explain all "yes" answers.	
<input type="checkbox"/>	<input type="checkbox"/>	Family history of heart disease or any sudden heart-related death of a family member before age 50.	
<input type="checkbox"/>	<input type="checkbox"/>	Stroke/TIA	
<input type="checkbox"/>	<input type="checkbox"/>	Asthma	<b>Last attack date:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Lung/respiratory disease	
<input type="checkbox"/>	<input type="checkbox"/>	COPD	
<input type="checkbox"/>	<input type="checkbox"/>	Ear/eyes/nose/sinus problems	
<input type="checkbox"/>	<input type="checkbox"/>	Muscular/skeletal condition/muscle or bone issues	
<input type="checkbox"/>	<input type="checkbox"/>	Head injury/concussion	
<input type="checkbox"/>	<input type="checkbox"/>	Altitude sickness	
<input type="checkbox"/>	<input type="checkbox"/>	Psychiatric/psychological or emotional difficulties	
<input type="checkbox"/>	<input type="checkbox"/>	Behavioral/neurological disorders	
<input type="checkbox"/>	<input type="checkbox"/>	Blood disorders/sickle cell disease	
<input type="checkbox"/>	<input type="checkbox"/>	Fainting spells and dizziness	
<input type="checkbox"/>	<input type="checkbox"/>	Kidney disease	
<input type="checkbox"/>	<input type="checkbox"/>	Seizures	<b>Last seizure date:</b>
<input type="checkbox"/>	<input type="checkbox"/>	Abdominal/stomach/digestive problems	
<input type="checkbox"/>	<input type="checkbox"/>	Thyroid disease	
<input type="checkbox"/>	<input type="checkbox"/>	Excessive fatigue	
<input type="checkbox"/>	<input type="checkbox"/>	Obstructive sleep apnea/sleep disorders	<b>CPAP: Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	List all surgeries and hospitalizations	<b>Last surgery date:</b>
<input type="checkbox"/>	<input type="checkbox"/>	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
<input type="checkbox"/>	<input type="checkbox"/>	Medication		<input type="checkbox"/>	<input type="checkbox"/>	Plants	
<input type="checkbox"/>	<input type="checkbox"/>	Food		<input type="checkbox"/>	<input type="checkbox"/>	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)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tetanus	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pertussis	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diphtheria	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Measles/mumps/rubella	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Polio	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chicken Pox	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis B	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Meningitis	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Influenza	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (i.e., HIB)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exemption to immunizations (form required)	

**Please list any additional information about your medical history:**

**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®