

Summer Camps

2013 Camp Manual

Important:

The Boy Scouts of America is a very family-centric program. In order to embrace, and make sure that the Pipsico Scout Reservation is in alignment with the goals and values of the Scouting program, we now also welcome siblings to enjoy this camping experience.

Please also note that Cub/Webelos summer camp dates now overlap with weekends to minimize the amount of vacation time parents/leaders use to enjoy camping with their families.



Dear Cub Leader or Parent,

Welcome to another fun filled year at the Pipsico Scout Reservation. Our theme this year is "Mad Scientists". The Staff are excited about returning, and about this years' theme.

Pipsico is the perfect spot for your family to have a great outdoor adventure. It has 917 acres of land, with a mile of unspoiled beach on the bank of the James River in Surry County, Virginia. It is home to bald eagles, blue herons, wild turkeys, deer, and much more. On the beach you will find fossil remains of sharks and whales amongst shells and fossils pouring out of the cliffs on our beach. Facilities include a 40-foot climbing/rappelling tower, a modern air-conditioned dining hall, a swimming pool swimming pool (with handicap access), shower and latrine facilities (for both male and female participants), a fully equipped health lodge, a trading post, shooting ranges (for archery, rifle and shotgun programs) and more.

All Cub Scouts, leaders, den chiefs, parents, and siblings are encouraged to participate in the theme during their stay at Pipsico. We will have games, crafts and projects related to our theme, in addition to swimming, shooting sports, nature and many other opportunities.

Leaders are requested to attend our Pre-Camp Leader's Meeting held at the Tidewater Council Service Center on Wednesday, June sth at 7:00PM. It is here that you can ask us any last minute questions or address any concerns. This guide is designed to help you and your leaders plan the best possible program for your Pack. We look forward to being of assistance to you in any way we can. See you at camp!

Yours in Scouting, Evan W. Sommerfeld Camp Director, Pipsico

Rates & Dates

Program	Cub Scouts	Siblings (6-12)	Sibling (5-)	Adult (& sibs. 13+)
Cub Camp	Early - \$150	Early - \$150	Regular - \$50	Regular - \$80
(July 26-29)	Regular - \$160	Regular - \$160	Late - \$60	Late - \$90
Theme: Mad Scientists	Late - \$170	Late - \$170		
Webelos Camp #1	Early - \$190	Early - \$190	Regular - \$75	Regular - \$100
(July 31-August 5)	Regular - \$210	Regular - \$210	Late - \$85	Late - \$110
Theme: Mad Scientists	Late - \$230	Late - \$230		
Webelos Camp #2	Early - \$190	Early - \$190	Regular - \$75	Regular - \$100
(August 7-12)	Regular - \$210	Regular - \$210	Late - \$85	Late - \$110
Theme: Mad Scientists	Late - \$230	Late - \$230		

	Early Bird Price	Regular Price	Late Price	
Important Deadlines	Deposit By 3/23/13	Paid in Full	Paid in Full	
	Paid in Full By 5/31/13	By 6/29/13	After 6/29/13	

Deposits

Deposits are credited toward each contingent's total balance due. If a youth camper cancels prior to May 15, the deposit may be applied to a replacement camper. (The name may change as long as the count remains the same.) After June 5th, these fees cannot be used to pay fees for another Scout attending. <u>Advance deposits for youth campers are NON-REFUNDABLE</u>.

Den Chief Fees

Den Chiefs are invited to attend summer camp as a leadership supplement to den programs. Den Chiefs may be registered as adults.

Refund Policy

In cases of death of an immediate family member, sickness or injury, or military transfer, we will refund all but \$100 of fees paid until 6/1/13 when verified by a physician, military commander, or such official. The Tidewater Council, BSA strives to provide the very best program. We contract staff and vendors in February. Cancellations after April 1 inhibit our ability to provide this quality program. Reasons such as vacation schedule, summer school, and last minute changes of mind are not acceptable reasons for refunds. Camper deposits are transferrable within a unit, but are not refundable. After 6/1/13 no refunds are available for any reason.

Camp Scholarships

It is our mission to make summer camp available to every Scout. Therefore, a limited "campership" fund is available to provide financial assistance to Tidewater Council Scouts who would otherwise be unable to attend. Scouts are expected to participate in council and unit fund raising programs to help pay the cost of camp, so camperships are limited to a maximum of 40% of the basic camp fee; for those who received camperships in previous years, the maximum is 20%.

Visitors Meals During Summer Camp

Visitors are welcome at any time between 9:00 AM and 9:00 PM (10:00PM evenings of the closing campfire). Visitors must sign in at the camp office upon arrival and sign out upon departure. Visitors must be escorted at all times by either a member of the camp staff or a registered camper from their own unit. All visitors must be wearing appropriate clothing (consistent with scouting values), including closed toe shoes.

Meal tickets may be purchased at the Trading Post <u>after</u> checking in at the Burton Center. The cost for guest meals is \$5.00. Reservations and meal payments may be made when your unit checks in.

Before Leaving Home

Check to make sure you have all of the following:

Medicals:	Check for completeness, including dated physician signatures. Separate
	into youth and adult, then sort each stack alphabetically.
Fees Paid:	Final payment is to be made no later than June 1 st . Family Night meal
	tickets are available to be purchased at the Trading Post.
Other:	Review packing checklists and make sure Scouts have any special
	equipment needed for programs, and applicable Pack equipment is packed.
	Make sure everyone has bathing suits and towels readily accessible.

Check-in Day

Plan on arriving between 1:15 and 3:15 PM. If you arrive early, please park and wait in the Burton Center parking lot in Lions. If you plan to arrive late, please notify the camp office in advance so special arrangements may be made. If you are delayed on the way to camp, let us know. Upon arrival, camp staff will verify the quantity of your contingency's participants, balance due/refunds owed, deliver contingent t-shirts, and distribute information relevant to the check-in process. Additional information is distributed at the leader meeting that evening. Immediately following check-in, your contingent will be introduced to its staff guide for an exploration tour of Pipsico and to do swim tests.

Check-out Day

After the closing campfire, leaders are encouraged to come to the Burton Center (camp office) to review their checkout packets for completeness. This is the time to make sure you have everything needed, and to resolve any questions. Plan on your contingent leaving between 8:00AM and 10:30AM on check-out day. A continental breakfast will be served between 8:00AM and 9:00AM. One vehicle at a time may enter the campsite to load gear, no earlier than 7:30 AM. Once your gear is packed out and your campsite and latrine are clean, a staff member will inspect the campsite and release you from camp. Once you have been checked out of your campsite and picked up your health records and medications from the Burton Center. You may then submit camp evaluations and pick up summer camp patches.

Trading Post & Spending Money

In addition to program materials, our Trading Post offers a variety of snacks and drinks, and a wide selection of camping supplies, Scouting materials, and special Pipsico Scout Reservation souvenirs. Remember that the proceeds from the Trading Post support your Scouting programs!

SUMMER CAMP PREPARATIONS TIMETABLE

Preparing for camp requires prior planning. As a contingent leader you are the most important link in this preparation. It is important that this timetable be followed to provide your youth with the Scouting memories that will last a lifetime. The following timetable/checklist is designed to guide you and your contingent in pre-camp planning.

As Soon As Possible

Verify that your contingent has reserved a space during the desired week of camp and be
sure to include an estimate of the number of youth and adults attending with your
contingent. Notify Pam Vickrey, Camping Secretary, to make changes or corrections.
Call a meeting of the Pack Committee to discuss Summer Camp plans.
Develop a camp sign-up and a budget plan to assist families in obtaining their summer
camp fees. Don't overlook money-earning projects such as fundraisers to assist your
campers in earning their way to camp.
Schedule a Parent's Night and review the Leader Guide together.
Obtain the Annual Health and Medical Form (Parts A, B, & C).
Available at: http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx

By March 23rd

Individual commitments for camp are secured from each family with a payment of \$25.		
Record names of campers onto a unit summer camp roster.		
Pack Committee checks with the parents of Cub Scouts not signed-up.		
Parent's Night Meeting with all parents/guardians:		
Camp Program outlined		
Transportation needs outlined		
•Extra leadership needs explained		
Equipment needs addressed: issue a personal equipment list.		
Financial needs discussed.		
Annual Health and Medical Forms (Parts A, B, & C) are distributed.		
Contingent reviews camp leadership, transportation, and equipment.		
Make arrangements for equipment needs, departure times, and places.		
Make early bird camper deposit deadline payment by 3/23/13.		

Final Stretch Prior to Departure for Camp

Secure all camp fees, in full, before departing for camp. Paid in full deadline is 6/29/13.			
Secure all Annual Health and Medical Forms for everyone attending camp.			
Secure all appropriate permission slips for youth who will be attending camp.			
Fill out camp registration roster sheet or bring for camp check-in.			
Review with all families the day of arrival schedule for your stay at camp.			

Program

Daily Program

After breakfast each day, Scouts will assemble into activity dens for a fun-filled day of non-stop activity that includes archery, BB guns, swimming, handicrafts, and much more. Scouts will have the chance to earn several belt loops, complete several Achievements and Electives, and various requirements for Activity Pins. Before you leave for home, you will receive a list of advancement requirements that were met during your time at camp.

All leaders will receive a schedule of events by day during camp. Make sure your unit is on time for camp-wide activities such as mealtime musters, religious services, and campfires.

Some meals in our Dining Hall are served family-style. Your pack will be asked to provide a table host and a waiter for each table at each meal; the duties of the table host and waiter will be explained during check-in. Normally you will have one or more camp staff members as your guests at each table. Guests are chosen by selecting camp staff members' totems and placing them on the tables prior to the meal. Be sure to select different totems each meal so you can meet as many of our camp staff as possible.

Special Events

During your stay at camp, we will have several special camp-wide programs. These include an opening campfire on your first evening and a closing campfire the night before you depart. We encourage you to prepare a song, skit, or story for the closing campfire. Your performance should be in keeping with Scouting values and not single out unsuspecting individuals as "victims" (such as when someone is soaked with water or made to appear foolish) and have prior approval from the Program Director. A non-denominational worship service and a Catholic mass will be offered. All Scouts will be encouraged to attend one of these events as part of their "duty to God."

For Unit Leaders

We want adult leaders to get as much out of camp as their Scouts do. Therefore, we encourage adult campers to distribute themselves among the activity dens and accompany their Scouts to daily activities. Sometimes, we may ask them to help with "crowd control," or assist boys learning new skills. At other times we will invite them to join in the fun, or simply sit and marvel at the boundless energy of our young campers. Have you been too busy to get the training you need? Did you bring along some new leaders or adult volunteers you hope will take a more active role in Pack leadership? Then take advantage of our wide selection of training while you're with us!

General Information

Alcoholic Beverages & Drugs

Alcohol and illegal drugs are prohibited. Prescription drugs must be held at the Health Lodge unless otherwise specifically approved by the camp's Health Officer.

Bicycles

Bicycles are permitted in camp for Cub Scouts and Webelos.

Contact Information

One of the best remedies for homesickness is regular mail from home. Mail will be placed in the Pack mailbox at the camp office. Outgoing mail may be deposited at the camp office; it is picked up daily after breakfast. Mail service usually takes two to four days, so encourage parents to send the first mail by the Friday before you come to camp. Use the following address:

Scout's name and Unit number 57 Pipsico Road Spring Grove, VA 23881

Electronic Devices

Radios, cell phones, CD players, video games, and other personal electronic devices detract from the camping experience and provide an inviting target for theft. Do not bring them into camp. If you permit them during travel to and from camp, please leave them in the car during your stay at camp. Youth campers are not permitted to have two-way radios or pagers in camp, as these have proven to be highly disruptive of the camp routine.

Initiations, Hazing & Military Training

Corporal punishment, hazing, initiation of any sort, and military training and drill are not permitted in the Boy Scouts of America.

Leaving the Site

Anyone leaving the camp **at any time** during the week must sign out at the camp office and sign in upon their return. We strongly discourage Scouts from leaving camp during the week. Scouts may only leave with a parent, guardian or other individual designated in writing by a parent. Photo IDs are required. An adult unit leader must accompany a Scout to the office to check out. Adults leaving camp must ensure that the unit still has two-deep leadership.

Pets

No pets are allowed in camp. Please ensure that anyone planning to visit your Pack during the week is also aware of this rule.

Restricted Areas

The following areas are off limits to all campers: The ranger's home and maintenance areas, camp staff living areas, the kitchen and food storage areas (except for authorized adult volunteers,) any program area where staff is not present, and the cliffs along the James River. Scouts may visit the waterfront for beach combing or fishing only when staff is present or when accompanied by an adult leader.

Smoking

Anyone under 18 years old is prohibited from using tobacco in any form while at camp. Adults who smoke must do so out of sight of any youth members. Smoking is prohibited in any tent or building. Cigarette butts must be field stripped and placed in a trash receptacle.

Staff

We work hard to recruit and train the best possible staff to provide a dynamic program in support of your Pack. All have been selected based on Scouting skills, leadership experience, enthusiasm, and maturity. They have one of the most demanding jobs imaginable, and they do it cheerfully because they love Scouting. They have made personal sacrifices to be here for you. Most are members of the Order of the Arrow, Scouting's National Honor Society. Most of the youth are Life or Eagle Scouts, and most of the adult staff has years of Scouting experience.

As we all do, they occasionally make honest mistakes or judgment errors, and will work hard not to repeat them. In such cases, do not confront them or intervene in their work unless there is an immediate safety concern. If you feel that the performance of any staff member does not meet the highest standards of Scouting, please see the Camp Director or Program Director immediately.

Trailers

During check-in, you may move a Pack trailer into the campsite and leave it there through the week.

Uniform and Dress Code

The BSA Field Uniform ("Class A") uniform is the expected uniform for retreat ceremonies. At other times, we encourage campers to wear an activity uniform including Scout shorts, Scout belt, and a casual shirt or T-shirt with a Scouting theme. Shirts that promote alcohol, tobacco, or are otherwise inconsistent with Scouting values are not allowed. The camp Trading Post has a limited selection of uniform items including socks, belts, and T-shirts. Not having a uniform should not prevent any Scout from attending camp; however, every effort should be made to ensure that every Scout has one, using every means available: unit and Council fund raising activities, financial assistance from your chartered organization, recycling "experienced" uniforms, etc.

In order to fulfill your t-shirt needs, be sure to pre order them in the correct sizes when you reserve your space in camp. Also, closed-toe shoes must be worn at all times, including during activities at the waterfront. Scouts at **waterfront** activities should bring an extra pair of sneakers or water shoes to wear during those activities. The only exceptions are while in a shower building, inside the pool perimeter fence, or in bed.

Vehicles in Camp

While camp is in session, all Scouts, leaders, and visitors are prohibited from driving past the gate in front of the Health Lodge. One vehicle will be allowed into your campsite during check-in to drop off gear. As soon as it is unloaded, it must be promptly moved to the Burton Center parking lot.

Weapons, Knives, Full Axes, Fireworks, Firearms

Pipsico provides all necessary and appropriate equipment for our shooting programs. Personal firearms, ammunition, bows and arrows are not permitted in camp. Also, no water guns are permitted at camp. Sheath knives are prohibited in camp by Tidewater Council policy. Pocketknives may be carried by adult leaders and any Scout who has earned the Totin' Chip. Fireworks & firearms of any kind are prohibited in camp. LEO's please notify the council prior to camp of any special requirements by your department.

Wristbands

In order to comply with BSA policies (youth, staff and adult) are required to wear a wristband while they are at camp. At registration, the unit leader will be issued with color-coded waterproof wristbands for each participant. Any campers or visitors arriving at camp after registration will need to visit the camp office in order to receive a wristband. Lost wristbands can also be replaced at the camp office. As part of our procedures, staff will conduct "wristband checks" during program sessions.

Facilities

Campsites

Every campsite in Pipsico is divided into two sections. Larger Packs will have a site to themselves, while smaller Packs may share a site, each occupying a section. The two sections share a common latrine facility. At the latrine is a washstand with running water for washing and drinking. Hot showers are available at the pool, the Central Shower between sites 8 and 9, and the women's shower adjacent to the pool.

In most sites, each section has nine wall tents on wooden platforms. The tents are equipped with two army-style cots each. For your sleeping comfort, we recommend each camper bring a mosquito net and poles to support it (these may be lashed or taped to the cot legs.) Mosquito nets are also available in the Trading Post.

You will need to label each tent so the occupants can be easily identified. This may be as fancy as routed wooden signs, or as simple as names written on pieces of duct tape at the foot of each cot.

Each section has a flagpole, picnic table, and bulletin board. There is a trashcan at each latrine. Each latrine also has a shovel, rake, and hose that serve as fire-fighting equipment; the hose serves double duty for daily cleaning of the latrine. Lanterns are provided in the latrines as night-lights. The camp's Quartermaster will refill them as needed.

Your bulletin board will have a Fireguard Chart, which you should fill out upon arrival. Most campsites have an established fire ring, where you are welcome to have Pack or patrol campfires in the evenings. **Do not** dig into the ground to form fire pits. There is ample dead wood on the ground around camp, which you are welcome to cut and burn; do not cut any standing trees or saplings, dead or alive. For safety, you should establish a properly marked ax yard.

Showers

Hot showers are available at the pool and Central Shower building. Showers for females are located adjacent to the pool. Except for emergencies and scheduled cleaning and maintenance, adults may not enter the youth showers, nor may youth enter the adult showers. Adult showers are always open. Hours for youth showers are 6:00 AM to 11:00 PM.

Health & Safety

Medicals

All participants <u>must</u> submit an Annual Health and Medical Record form to the camp Health Officer during check-in on their first day of camp. Anyone staying in camp overnight must have a BSA physical form on file at the Health Lodge. Anyone reporting to camp without a current physical will be required to get one at his or her own expense within 24 hours. The nearest source of physicals is a one-hour round trip from camp, and the cost is likely to range from \$100-\$150 dollars. Please make sure you bring copies of current physicals with you for all unit members attending camp.

Emergency Procedures

The Pipsico Scout Reservation maintains emergency procedures to meet, and in some cases, exceed the standards set by the Boy Scouts of America. It is essential for everyone's safety that every member of your unit fully understands that these procedures exist - their life, your life, or someone else's life could depend on it. It is also part of the BSA's national standards that we conduct an emergency drill during your stay at camp. Please be sure to follow only instructions delivered by the staff chain of command. Likewise, if an emergency arises, or is brought to your attention, please notify the nearest staff member immediately so that we may launch the appropriate procedures. Do not attempt to resolve an emergency situation alone. Notify the nearest staff member.

Fires, Stoves, Tents & Open Flames

For safety reasons, there are to be **no open flames in tents**. This ban on open flames in tents includes a ban on the use of matches, candles, kerosene, propane or liquid lanterns in tents. Lighting in tents is to be provided by battery-powered lanterns or flashlights only. It is, however, acceptable to use a lantern under a dining fly. All cooking fires, campfires and stoves are to be attended while they are burning. Fires are only to be built in designated areas and must be extinguished so that they are cold to the touch when unattended. Spraying aerosol cans of any type (insecticide, deodorant, hair spray, etc.) are also prohibited in tents. The propellants in these products will damage the waterproofing treatment on the canvas.

Liquid Fuels

Adult leaders only may use Stoves and lanterns requiring liquid fuel. Extra fuel must be turned over to the Quartermaster for safekeeping in locked storage.

Prescription Medications

All prescription drugs are kept and administered by the unit. They are to be kept in a secured location out of the reach of the children. If medication requires refrigeration, it can be checked in with the Health Officer check-in. Provide a list of medication, dosage and to whom you are administering medication to when you check in with the Health Officer. By law, medications must be in a container with a typed label from the pharmacy. Medications will be given only in accordance with the label. Handwritten changes will not be accepted.

Allergies & Special Medical Needs

All individuals, youth and adult alike, who have allergies or special medical needs (e.g.asthma), must be brought to the attention of the Camp Health Officer. Contingent leaders who have individuals with special dietary requirement or food allergies should contact the Food Service Director at check-in to discuss food requirements.

Pipsico is open to any registered member of the Boy Scouts of America, and every effort will be made to accommodate special needs. Available accommodations include (but are not limited to) facilities accessible by wheelchair, special diets, and (with adequate advance notice) electricity in campsites for essential medical equipment.

While summer camp is a totally different experience from school, the need for discipline, attentiveness, and social interaction is much the same. If a Scout uses medication during the school year to manage behavioral conditions such as ADHD, we strongly encourage that he continue on those medications during camp.

Medical Treatment

All injuries and illnesses, regardless of severity, must be reported to and treated at the Health Lodge **immediately**. This applies to all campers, youth and adult. The Health Officer is required to keep a log of all injuries or illnesses. Pipsico has a Health Officer on duty at all times. Other key staff members are also trained in first aid and CPR. In the event of serious medical problems, the camp has agreements with the Surry County Rescue Squad, a medical treatment facility in Smithfield, and Sentara Obici Hospital in Suffolk.

The cost of medical treatment away from camp will be billed to the camper's primary insurance carrier. Registered Tidewater Council units are covered by supplemental insurance, which covers certain deductibles and other expenses for injuries and illnesses incurred at camp. Parents must make arrangements for treatment of pre-existing conditions. Tidewater Council's policy does not cover out-of-council units; those units need to submit a certificate of insurance from their home council or unit prior to arriving at camp. We recommend that this be done when making your final camp fee payment.

Youth Protection Policies

Leaders are asked to review the Guide to Safe Scouting before attending camp and ensure compliance by their unit with policies as detailed in the Guide, particularly in respect of youth protection policies. Failure to comply with Guide to Safe Scouting and youth protection policies will result in disciplinary action. Key portions of the youth protection policies found in the Guide to Safe Scouting are reproduced below. Other Guide to Safe Scouting policies are also contained elsewhere in this guide.

We recommend that every Pack have a "buddy board" or other tracking system in the campsite so Scouts may be easily located at all times. Every Scout should be with a designated buddy at all times when outside the Pack's campsite. Except for a parent or guardian, an adult cannot be a Scout's buddy. A Scout may be without a buddy only when he is traveling between program sessions and no other Scout from his Pack or from the previous program session is going his way. This exception will only be allowed during scheduled rotation times, and only on the most direct route between program areas.

Adult leaders must respect the privacy of youth members and protect their own privacy at all times. Except in emergencies, adults and youth may not enter each other's designated sleeping and shower areas. No Scout may share a tent with an adult who is not his own parent or guardian.

Contingent Responsibilities

Adult leaders of Scouting units are responsible for monitoring the behavior of youth and interceding when necessary. Parents of youth members who misbehave should be informed and asked for assistance in dealing with it. The BSA does not permit the use of corporal punishment by adults when disciplining youth members.

What to Bring to Camp

The following is a list of clothing and other items that participants will need to take to camp. All items (clothing, towels, etc.) should be labeled with names. While in camp, the participants will be sleeping on cots.

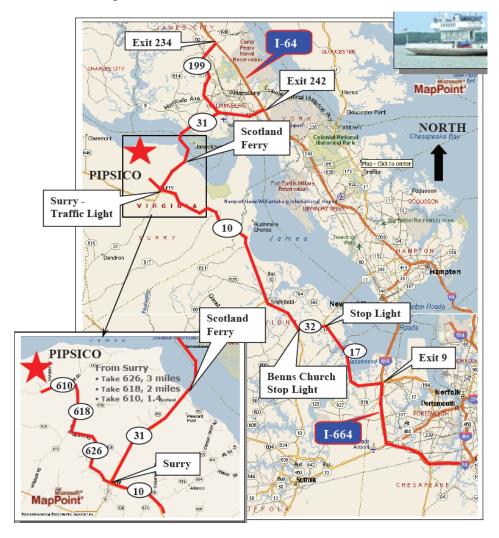
- Bug Repellent (recommended)
- Sun Block (recommended)
- Flashlight + Batteries
- Rain Poncho
- Small backpack
- Sleeping bag or 2-3 Blankets & Sheets
- Laundry bag
- Baby Wipes
- Jeans or Long Pants & shorts
- Any Prescribed Medicine in original container
- 2 Towels (1 for Pool, 1 for Shower)
- Sneakers (No open toed shoes or flip flops)
- Boots (Highly recommended)
- Socks: 1 pair/day +2
- Underwear: 1/day +1
- Lotion
- Swimming Trunks
- Soap in a plastic container
- Shampoo
- Toothbrush and Toothpaste
- Comb and Brush
- T-shirts 1/day +2
- "Class A" Uniform (Required for dinners)
- Cub Scout Handbook
- Pillow (optional)

How to Get to Pipsico

Pipsico is located in Spring Grove, Virginia, approximately midway between Norfolk and Richmond. It is about 25 miles off Interstate 295 from Hopewell, Virginia.

Pipsico is centrally located to a host of attractions. The first permanent English settlement at Jamestown is a short distance via the nearby ferry. Many fascinating historical sites from the first 250 years of American history are within easy driving distance (an hour or so). Among these are Colonial Williamsburg, restored colonial plantations, the Revolutionary War battlefield at Yorktown, and Civil War battlefields around Richmond and Petersburg.

For those who want more modern adventure, local amusement parks include Busch Gardens and Water Country USA. A moderate drive from camp brings visitors to the Naval base in Norfolk, the NASA Langley Research Center, the Atlantic Ocean beaches and boardwalk at Virginia Beach, and much more.



Roster for Pack _____ (Please complete this roster before checking in.)

Name	Adult (+Den Chief)	Cub Scout (Rank)	Sibling (5-)	Sibling (6-12)	Sibling (13+)