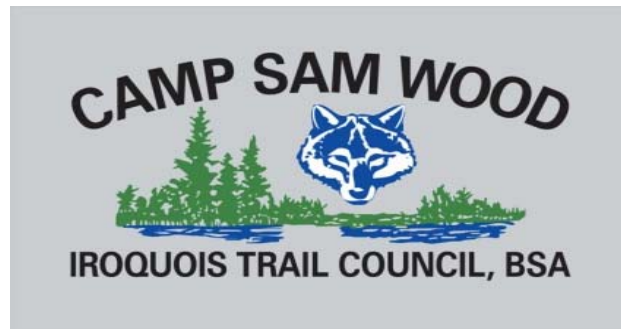


2017 Cub Scout Resident Camp Leader Guide



Scouting Around the World

Iroquois Trail Council, Boy Scouts of America

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2017 RESIDENT CAMP SCHEDULE

Session #	Dates
1	Tuesday, August 1 - Friday, August 4
2	Friday, August 4 - Monday, August 7
3	Tuesday, August 8 - Friday August 11
4	Friday, August 11 - Monday, August 14

PACK RESERVATIONS

For all Packs attending camp with their own leadership, a non-refundable \$100 site deposit is due now. The site deposit holds space for the pack in their preferred site and session. Each site will hold an established minimum/maximum number of campers. If your pack either exceeds or falls below this number for your first site choice, the council reserves the right to assign your site.

DEN CHIEFS

Den Chiefs are an integral part of the Cub Scout program and of resident camp. Older scouts assist the adult leaders in teaching and leading the Cub Scouts. Den Chiefs do not provide adult leadership and are not counted toward the 2-deep leadership required at camp. Den Chiefs are campers themselves and may participate in many of the camp programs. Many Den Chiefs are previous Cub Scout campers and would love to come back to Camp Sam Wood with their younger brothers. Please see the fee schedule for qualifying fees.

INDIVIDUAL CAMPERS

If any Cub Scout would like to come to resident camp his Pack is not able to accompany him **he can still attend as an Individual Camper**. Individual Campers will be placed into a mixed group with 2-deep leadership, and he can enjoy the same camp experience while making new Scout friends. Please contact the office for more information on Individual Campers.

Note: Cub Resident Camp is for registered Cub Scouts, adult leaders, and parents. There is no provision for younger siblings, pets, or guests to stay at camp or to participate in the program.

COUNCIL CAMPERSHIPS

Several generous organizations and individuals provide camp scholarships for Scouts in the Iroquois Trail Council who attend our council camps. Camperships are intended to assist families of Cub Scouts **who suffer particular economic hardships**.

Camperships only cover a portion of the basic camp fee. Camperships are limited and are allocated to Scouts on a **first-come, first-served** basis with first priority given to those Scouts who have tried to earn their way to camp through council-sponsored fundraisers. Applications will be available at the Council Service Center as well as on the website: (After Jan. 1st) www.itcbsa.org. Campership applications are due by March 10, 2017. Applications and awards are confidential, between the family and the unit leader, and when approved, a notification will be mailed to the Cubmaster. **Camperships cannot be transferred from one Cub Scout to another.**

2017 Camp Sam Wood Resident Camp Fee Structure and Schedule

Weekday Sessions (Discounted Price)

Session 1: Tuesday, Aug 1 – Friday, Aug 4

Session 3: Tuesday, August 8 – Friday, August 11

Youth Fee

Early Bird Fee: \$50 deposit due by Feb. 22 & paid in full by May 5: **\$165**

On Time Fee: (if failed to pay \$50 deposit) paid in full by May 5: **\$175**

Full Fee: Any youth signed up after May 5: **\$185**

Adult Fee

*** Every adult attending camp is required to pay this fee* \$70**



Weekend Sessions

Session 2: Friday, August 4 - Monday, August 7

Session 4: Friday, August 11 - Monday, August 14

Youth Fee

Early Bird Fee: \$50 deposit due by Feb. 22 & paid in full by May 5: **\$175**

On Time Fee: (if failed to pay \$50 deposit) paid in full by May 5: **\$185**

Full Fee: Any youth signed up after May 5: **\$195**

Adult Fee

*** Every adult attending camp is required to pay this fee* \$75**



Den Chief Fee

Den Chiefs \$150

Early Bird Discount

Save up to \$25 per youth by participating in the Early Bird program!



Here's how to qualify!



- Must pay a \$50 non-refundable deposit per youth by February 22, 2017.
- Must pay the balance in full by May 5, 2017.

REFUND POLICY

All requests must be received by August 31, 2017, and must have the unit leader's signature to be considered for a refund. Also, we must be notified PRIOR to or during check in that a Cub Scout is not going to be in camp. **All requests will be subject to a \$25 cancellation fee.** Refund requests received **after August 1** will be subject to a **50% cancellation fee.** Requests for refunds received after **August 31** will not be considered. BASIC FEES ARE TRANSFERABLE AMONG CAMPERS WITHIN THE UNIT.

The ONLY circumstances under which refunds will be granted are as follows.

1. Illness of Scout prevents his attendance at summer camp.
2. Illness or death in the campers' immediate family prevents his attendance at camp.
3. Family relocation makes attending camp impractical.
4. Mandatory attendance at summer school that is verifiable.
5. A camper leaves camp for medical reasons (HOME-SICKNESS IS NOT CONSIDERED A REFUNDABLE MEDICAL REASON.) Must be certified by the Camp Health Officer or Camp Doctor. In such cases, the camper will receive a pro-rated refund for the unused portion of the camp fee if the unused portion constitutes two or more days and the medical excuse is not due to horseplay or negligence of said camper.

GENERAL INFORMATION

CAMP LOCATION

Camp Sam Wood is located at 7772 Camp Road, Portageville NY 14536 (2 miles southeast of the Village of Pike)

FACILITIES

Camp Sam Wood provides hot shower facilities, clean flush toilets, a Dining Hall, a Health Lodge staffed 24 hours a day by certified medical personnel, supervised swimming in our recently renovated swimming pool, Archery and BB Gun Ranges, a Nature Building, a craft lodge, basketball and four square courts and much more.

CAMPSITES

Camp Sam Wood has 9 campsites. The campsites are equipped with washstands, latrines, two-person tents on wooden platforms, canvas cots, picnic tables, bulletin boards, campfire area, site maintenance tools and camp fire equipment.

Each Pack will have a designated campsite. If your Pack does not fill at least 80% of its maximum campsite capacity, you may be asked to have a smaller Pack or Den share your campsite.

The Cub Scout Leader, or other adult den leader, is in complete charge of his/her own Pack. Cub Scouts are expected to keep their campsite in a neat and orderly fashion. Questions or problems should be directed to the Camp Director.

STAFF

Camp Sam Wood has a trained staff of around 25 men and women. The majority are over the age of 18. Most have previous years of camp staff experience and many are certified by the Boy Scouts of America National Camp School. The staff will assist and accommodate your Pack in every way possible as we work to ensure that you get everything we have to offer out of camp.

CAMP PROGRAM

The camp program and scheduling is the responsibility of the Camp Program Director. Program schedules will be assigned during opening day check in. The primary responsibility of the Cub Resident Camp staff is to see that each Den or Pack has an excellent camping experience.

TELEPHONE

Camp Sam Wood's telephone number is (585) 567-8626. It is a camp/business phone and should only be used in case of **emergency**. Discourage parents from calling their sons. Remind them that Scouts are not near the phone, so messages must be taken and calls returned. **Cellular phone use is discouraged as it may take away from the camping experience.**

PARKING

Parking for vehicles is provided in designated parking areas only. It is expected that vehicles will remain parked for the entire camping session. Please see the section on check-in procedures for more information.

MEALS

Meals are served "family style" in the Dining Hall. The waiter system is used at Camp Sam Wood in preparation of meals. One waiter and one adult are to report to the Dining Hall 15 minutes before each meal. Waiters will set the table, deliver food during the meal and clean the table after the meal. Seating arrangements will be made with your Pack during the Dining Hall Orientation on Opening Day. Plan on having at least one staff guest at your table during each meal. Unit Leaders are responsible for the supervision of their tables and in ensuring the waiter system is being correctly used. (Please see the Dining Hall Orientation page of this Leader Guide for detailed information).

VISITORS

Parents and friends are welcome at camp. Those visiting camp and wishing to eat need to make prior arrangements with the Camp Office and pay meal fees. All meals will be \$6 each per visitor.

Since food is purchased in advance, 48 hours minimum notice is required. Visitors are required to park in the parking lot. Please park, walk, exercise and enjoy the great outdoors. **ALL GUESTS AND VISITORS MUST SIGN-IN UPON ARRIVAL (at the Camp Office) AND SIGN-OUT UPON DEPARTURE.**

OPENING DAY- FAMILY DINNER

Families and visitors are encouraged to participate in the "Opening Day Festivities", including check-in, tour of camp and the opening campfire program. They can also join us for our Opening Day Family Dinner. The dinner will be served immediately following the evening flag ceremony at 6:00pm. Tickets are to be purchased using the appropriate form and paid for in advance at a cost of \$6 each. Forms are due no later than July 14.

TRADING POST

Camp Sam Wood maintains a well-equipped Trading Post. The Trading Post is operated on a limited basis. Operation times will be posted on both doors of the Trading Post. Items such as candy, soft drinks, soap, toothpaste, etc. will be available. Various handicraft kits and supplies are offered along with special items, t-shirts, patches, and fun items. Please do not limit scouts on spending money as this helps to offset the cost of running a quality camp. **Please bring change and dollar bills to avoid a small change crunch! Credit card purchases must be a minimum of \$10.**

MEDICAL INFORMATION

HEALTH LODGE

The Health Lodge is staffed 24 hours a day by certified medical personnel. The Health Officer is your friend and is ready to serve you and your campsite any time of the day. The Health Lodge is a clean, comfortable place to go with beds, flush toilets and a shower. All medications are stored under lock and key at the health lodge. Campers cannot spend the night at the Health Lodge.

MEDICAL FORMS

Each camper (youth and adult) must have a completed Medical Form signed by a PHYSICIAN on file at the Camp Health Lodge. **No one will be allowed to remain in camp without a completed medical form. Please ensure that form is completed.**

PRESCRIPTION MEDICATION

All medicine must be in its original container with the original label. All prescriptions must be given to the Health Officer at the Health Lodge during the opening day check in process. All campers must report to the Health Lodge at the proper time to receive their medication. The only exception to this rule is in the case where a physician's prescription requires emergency medication to be kept on the person at all items (i.e.: bee sting kits, inhalers, etc.)

OVER THE COUNTER MEDICATION

No over the counter medications will be administered to any minor child without written permission from their parent or guardian **and** physician by use of the Individual Medications Form.

MEDICAL HISTORY

Please make every effort to get to know the medical history of your youth campers. Sleepwalking, bed-wetting, food allergies etc, are not conditions that you want to find out about when it is happening!

SPECIAL NEEDS

Any camper who has special needs due to a physical or mental disability will be accommodated to the best of our ability. Please be sure to inform the Camp Director as to any special needs or equipment. **(Campers with special dietary needs will also be accommodated to the best of our ability. Please give the Camp Director specific instructions 2 weeks prior to coming to camp so that meal preparation can be planned.)**

CAMP RULES & POLICIES

Camp Sam Wood is guided by the Scout Oath and the Scout Law. All camp participants are expected to live by these principles in our camp community. All campers are asked for their cooperation in helping to maintain these high standards of moral and personal behavior.

Note: ALL BSA, Council, National, and *Guide to Safe Scouting* policies apply, even if not specifically mentioned in this guide.

- ALCOHOLIC BEVERAGES** **Alcoholic beverages and illegal drugs are strictly prohibited on Scout properties. Violators will be asked to leave the property immediately.**
- BUDDY SYSTEM** The Buddy System is a requirement of the NYS Health Department and the Boy Scouts of America. Scouts should always travel in pairs.
- CAMP CLEANLINESS** Please help to keep your campsite, restrooms, and showers clean and neat. Brooms and other equipment are provided to help with this task. Please report any maintenance problems promptly to the Camp Office.
- CAMPSITE CHECKIN/OUT** Each Pack should have a Campsite Check-Out Board or other system to track the whereabouts of Scouts and Leaders. The Check-Out Board should list each Scout's name and where they are in the camp. Pack leaders are responsible to know where their Scouts at all times.
- CAMPSITE INSPECTION** Campsite inspections are a mandatory requirement of the B.S.A. On a daily basis, a camp staff designee will visit each campsite. (The Campsite Inspection Sheet will be located in the Program Guide).
- CAMPSITE LATRINES** Each campsite has its own latrine. Each latrine has two sides. One can be designated male and one female, or one side can be for adults and one for youth. Latrines have toilet paper, a waste basket with garbage bags and a bucket of saw dust. After each use, saw dust should be dumped into the latrine. Please do not put anything but human waste down into the latrine. Also, to keep the smell to a minimum, please close the lid after each use. Please instruct your scouts on how this is done.
- CAMPSITE SANITATION SERVICES** Toilet paper, latrine cleaning supplies, (including fresh saw dust) and trash bags may be obtained from the Steward at the Dining Hall. These items are not delivered to the campsite; Packs must pick them up at the Dining Hall. Please bundle your garbage and bring it down to the Dining Hall each morning. Please help to keep camp clean by instructing your Cub Scouts to use the garbage cans located throughout camp. If you see any garbage along the trail, be a "helpful Scout" and place it in the nearest garbage can!
- CAMPSITE SUPERVISION** No Scouts should be left in campsites without adult supervision. Adult leaders should attend all day and evening programs with their Scouts.
- DAMAGE TO EQUIPMENT AND FACILITIES** All campsites and camp owned equipment used by a unit will be inspected before the unit checks out. **Any damages that occur will be assessed by the Camp Director and must be paid for, or arrangements made to pay before the unit leaves camp.** Damages could include breaking or losing equipment, defacing shelters, tables, restrooms or showers and buildings. Please be mindful not to hack at or otherwise damage our live trees. DO NOT cut any tent ropes.

FIREARMS/ ARCHERY EQUIPMENT	Personally owned firearms (including bb guns) and archery bows and arrows are not allowed in camp. The camp rifle / BB and archery ranges will use camp equipment under the supervision of the certified adult staff members.
FIREWORKS	Fireworks are illegal and are not permitted on Boy Scout property. Violators will be asked to leave the property immediately.
FISHING	Fishing is a great activity for Cub Scouts at camp! The Wiscoy Creek runs right through Camp Sam Wood and is a well-renowned trout fishing stream. Scouts must use the buddy system at all times, especially while fishing. Generally, fishing is only allowed near the bridge; however, fishing under the direct supervision of leaders may be done at different locations provided the Camp Office is notified. Scouts and leaders are encouraged to bring their own fishing gear to camp.
FLAMES IN TENTS	Under NO circumstances shall flames of any kind be carried into or used in tents. Flashlights and battery-powered lanterns, which do not impose the hazard of fire and asphyxiation, are the only acceptable lights for use in tents.
Note: The National Supply issued tents used at camp are marked No Flames in Tent...if your unit should use any personal tents this inscription must be clearly marked on the tent. This is a BSA National Standard and is required for all tents used at camp.	
FOOTWEAR	All Cubs and Leaders should wear shoes in the campsite and when traveling around camp. Open-toed sandals are not a good match for hills our trails. This applies to visitors as well.
HAZING & VANDALISM	All forms of hazing, initiations, ridicule, or inappropriate teasing are prohibited and should not be allowed. Unit leadership will be responsible for the actions of their Cub Scouts. Vandalism of camp properties, equipment and equipment owned by units or individuals is unacceptable. The Council will seek reimbursement from the Pack responsible for damages sustained to camp facilities or equipment.
HYDRATION	Encourage all Cubs (and Leaders!) to drink plenty of fluids.
INAPPROPRIATE PERSONAL POSSESSIONS	Camp is an outdoor experience; personal items such as radios, MP3 players, cell phones, electronic games, etc. are not appropriate at camp. A Scout is cheated out of a full outdoor experience by the distraction of their use.
LIQUID AND LP FUELS	LP Gas (propane/butane) lanterns/stoves may be used in the campsite areas by adults with proper training. Extra fuel containers must be securely locked away in storage or left in the care of the camp ranger. Empty liquid petroleum cylinders should be returned home. They may explode when heated and therefore must never be put in fireplaces or trashcans. For safety reasons, boys must not be involved in the handling of or the lighting of stoves and lanterns.
LOST AND FOUND	Until camp closes, lost and found items will be kept at the camp office. After camp, all items will be held at the Batavia Service Center. Leaders should urge Scouts to mark all possessions with name and pack number. After September 30, all unclaimed items will be donated to the Salvation Army or Goodwill.

OUT OF CAMP TRIPS	If it is necessary for a Scout to leave camp they must be under the direction of one of their adult leaders. Complete a camper departure notice at the Camp Office and check in and out with the Camp Director or representative. Proper authorization must be obtained before release of a minor to anyone.
POWER TOOLS	Only those persons authorized by the Camp Ranger or Camp Director are permitted to use power tools on camp property.
QUIET HOURS	One of the greatest dangers to a successful camp experience is fatigue. Leaders should ensure that Cubs get plenty of rest and all observe rest periods with quiet activities in the campsite. In consideration of other campers, please observe the camp policy of being in your campsite by 10:00 p.m. and observing quiet hours between the hours of 10:00 p.m. and 7:00 a.m.
RESTRICTED ACTIVITIES	Running in camp should be restricted to Camp Wide Games and the Sports Field. Many of our camp trails are rocky, hilly, and filled with roots. Swimming is allowed only in the swimming pool. The Wiscoy Creek is limited to fishing access only. Stones belong on the ground, not hurled through the air by exuberant Scouts!
SPEED LIMIT	The speed limit in camp, posted on some roads (unless otherwise posted) is 10 M.P.H. on main camp roads. Do not drive on roads other than the main entrance road without permission. Continued violation of these posted limits will result in those violators being asked to leave camp immediately.
SMOKING	Adults who smoke are asked to refrain from doing so in any building, while in the program areas, or in view of any youth on camp property. Please be reminded that we must set the proper example at all times for our Scouts. The designated smoking area is in the far parking lot beyond the bridge.
TRANSPORTATION	Transportation to and from camp is the responsibility of each Cub Scout's parent and should be coordinated through the Unit. Drivers must be at least 18 years old and properly licensed. Vehicles must be registered and inspected. Upon arrival in camp, all vehicles must be parked in the main parking lot. No vehicles are allowed to drive over the camp bridge unless authorized. Travel to and from Camp should be in a Class A uniform.
	Transporting anyone in the back of <i>Open Pickup Trucks or any type of open vehicle</i> is a violation of BSA Health & Safety Policies and NY State Law.
UNIFORM	Cub Scouts should wear their camp T-shirts or other Scout shirts during the day. Adult leaders are encouraged to wear the class B uniform during the day. Everyone who has an official BSA uniform should be in full uniform at evening flags, supper, and campfire programs.
WILDLIFE	Pets are to be left at home. Pets of any type are not allowed by the B.S.A. National Standards. An awareness program of "precautions to dangerous encounters with wildlife" will be shared with you at the FIRST Leader Meeting. Please do not feed or handle camp wildlife. Camp abounds with natural wildlife: deer, birds, and other wildlife (note: there are several types of wildlife that are protected by state and federal laws with whom we must be cautious during our visit). Contact with wild animals could result in bodily harm or the possibility of disease. Report

any personal encounters to the Camp Health Officer. We also would ask that you not take home any wildlife (like squirrels, snakes, or lizards).

YOUTH PROTECTION

All persons responsible for youth safety must understand and appreciate Scouting's position of zero tolerance for child abuse or victimization in any form. Unit leaders while in camp should report any suspected abuse to the Camp Director. It is strongly recommended that all Cub Scouts attending camp watch the "It Happened to Me" video. Each adult attending camp must have successfully completed Youth Protection training for adults. This half-hour self-study course is available online at my.scouting.org

EMERGENCY PROCEDURES

GENERAL

In case of any emergency, notify the nearest staff member immediately. Do not make any premature decisions or give any instructions or information unless relayed to you by the Camp Director or designee. Remain calm. Unless it is a life-threatening emergency, the Camp Director must be consulted before an ambulance can be called.

REPORTING

When an emergency presents itself, the following steps should be followed:

- Take steps to ensure that further injury or potential injurious situations have been dealt with.
- Report the emergency to the nearest staff member.
- Give a clear and calm report of who, what, where, when and how.

SIREN

A camp wide emergency siren will be signaled by blasts from the camp siren located at the Dining Hall. Follow these instructions:

- Siren sounds: CAMP EMERGENCY-all campers report immediately to the parade field. The type of siren blast is a code to the staff and does not affect your Pack's response.
- All campers report to the parade field as quickly and safely as possible. Once all campers are accounted for or after 10 minutes have passed, the Pack leader will report the status of your unit to the staff member assigned. Do not wait any longer than 10 minutes from the time you have arrived to make your report.
- If a camper is not accounted for, then their name and last known location must be noted and reported to the staff member in charge. DO NOT attempt to locate the individual on your own.
- Please note that Cub Scouts at the bb range may be held during an emergency.

INCLEMENT WEATHER

Weather conditions will be monitored in order to anticipate lightning activity. If there is a severe storm the Camp Director will sound the Emergency Severe Storm Signal or send runners to program areas with appropriate instructions depending on the severity of the storm. Program staff will IMMEDIATELY direct Pack leaders and campers to take cover at the NEAREST shelter.

Note: The following activities will be suspended during the threat of an electrical storm:

The pool, BB and Archery Ranges will close immediately.

These areas will remain closed until 30 minutes has passed without threat indications.

Other program areas and activities will close upon the decision of the Camp Director or designee.

FIRE DRILL

At least one fire drill will be conducted during each camp session. In the event of any emergency (flood, fire, tornado, lost camper, electrical storm, hurricane, etc.) that requires the mobilization of the camp, the emergency alarm from the Dining Hall will be utilized. All campers should proceed to the Parade Field and line-up as you normally do for flag ceremonies. Leaders should take a head count, and be sure everyone is present and accounted for.

BLOOD BORNE PATHOGENS

We encourage all Packs to take precautions when it comes to blood borne pathogens. Please allow the Health Officer to tend to any wound while at camp. Wear latex gloves if you or an adult leader in your Pack must treat a wound. Any contaminated materials should be set to the side so that the Camp Health Officer can properly dispose of them. Surfaces need to be disinfected by the Health Officer. For more information please talk to the Health Officer when you arrive at camp.

SUN SAFETY

The American Academy of Dermatology advises the following tips against damaging rays:

- Limit exposure to sun between 10AM and 4PM when the sun's rays are the strongest.
- Generously apply sunscreen with the sun protection factor (SPF) of at least 15 and reapply every two hours when outdoors, even on cloudy days.
- Wear protective, tight woven clothing, such as a long-sleeved shirt and pants.
- **Wear a 4-inch-wide broad brimmed hat and sunglasses with UV protective lenses.**
- Stay in the shade whenever possible.
- Avoid reflective surfaces, which can reflect up to 85 percent of the sun's damaging rays.
- **Don't forget the sunscreen!**

TRIPS TO THE HOSPITAL

1. It is the responsibility of the unit leadership to provide transportation for unit member(s) who may require services from a doctor or hospital.
2. One adult leader from the unit will accompany the unit member(s) requiring services from a doctor or hospital and is asked to carry insurance forms in for completion. He must obtain the Scout's health record from the Camp Health Officer before going to the doctor or hospital.
3. Parent(s) or guardian(s) will be immediately notified by the Camp Health Officer of any serious illness or injury. If parents will not be at home during the week of camp, emergency contacts will be notified as documented on the Cub Scout Registration Form.
4. **The camp will provide transportation only when a unit has none available.** If a unit has inadequate transportation, or if an injury requires Health Staff attendance, the camp will provide transportation.
5. Directions and medical procedures to doctor's offices and hospitals will be available at the Health Lodge.
6. **The Camp Health Officer must clear all cases requiring outside medical care.** There is normally someone on duty at either the Camp Health Lodge or the Camp Office except at meal times. Be sure to report all accidents and illnesses to the Camp Health Officer **before** transporting a camper to outside medical facilities.
7. **Directions to the Wyoming County Community Health System Hospital:** Turn left out of camp. Turn left onto East Koy Road (CR-24). Turn right onto Route 19. Continue to follow Route 19 by turning slight left. End at 400 N. Main Street, Warsaw, NY 14569.

OPENING DAY “CHECK-IN” PROCEDURE

Opening Day at camp can be exciting, crazy and a lot of fun! It is important to have a smooth transition into camp as it sets the tone for your entire stay.

- Once you arrive at Camp Sam Wood, please gather your Pack in the parking lot before the bridge. You will not be allowed to check-in until your entire Pack is present.
- Assemble your Pack’s gear next to your “Site Flag” in the parking lot. Camp Staff will drive your gear to your site.
- Check-in at the table at the Camp Office. Please be prepared to turn in any additional paperwork or outstanding payments at this time. You will be assigned a Pack Guide at this time. Separate registration forms from medical forms.
- Your Pack Guide will assist you in completing the Opening Day Check-List. It is imperative that your Pack accomplishes each task on the list. The order of completion is not important, only that each task is completed by 5:00pm.
- One leader is required to attend the Leader Meeting at 5:00pm at the Trail Master/Faulkner Pavilion. All other adults will help the Cubs to prepare for dinner and flags by washing up and dressing in their Class A Cub Scout Uniform.
- *Vespers* is a non-denominational, inspirational ceremony held in our Chapel. It is an optional activity.
- Opening Day Campfire will last approximately 45 minutes, after which Packs are dismissed to their campsites. The administrative staff will be available to answer any questions or concerns at the Dining Hall for an optional, informal Cracker Barrel.

OPENING DAY SCHEDULE

1:00 pm	Arrival/Check-In (<i>please do not plan to check in before 1:00 pm!</i>)
1:00pm-5:00pm	Complete Opening Day Checklist
5:00pm-5:45pm	Leader Meeting at Trail Master/Faulkner Pavilion Cubs Prepare for Dinner/Flags
5:45pm	Flags
6:00pm-7:00pm	Dinner
7:15-7:45pm	<i>Scout’s Own/Vespers</i> Service at the Chapel
7:55pm	Gather at Trail Master/Faulkner Pavilion for the Campfire
8:00pm	Opening Day Campfire

CLOSING DAY SCHEDULE AND PROCEDURE

The closing day of camp will begin as every other day. Please send a waiter and one adult to the Dining Hall at 7:45 am to prepare for our final meal together. Flags will be at 7:45 am with a full breakfast immediately following. Packs will be dismissed from camp directly after breakfast. Before leaving the Dining Hall, please make arrangements with the Camp Director to have one of the camp vehicles bring your gear to the parking lot. (DO NOT CUT TENT ROPES FOR ANY REASON WHEN LEAVING), Remember to LEAVE NO TRACE!

LEADERSHIP REQUIREMENTS FOR TRIPS AND OUTINGS

Each Cub Scout den and Webelos den and each chartered Cub Scout pack shall have one citizen of the United States, 21 years of age or older, who shall be registered and serve as the unit or den leader. A unit leader may not serve simultaneously in any other position within the same unit. The head of the chartered organization or chartered organization representative and the local council must approve the registration of the unit or den leader on the appropriate form.

1. Two-deep leadership: **Two registered adult leaders, or one adult and one parent of a participating Scout, one of whom must be 21 years of age or older, are required for all trips or outings.**
2. During transportation to and from planned Scout outings:
 - a. Meet for departure at designated site.
 - b. If traveling a long distance, prearrange a schedule for periodic checkpoint stops as a group.
 - c. If you cannot provide two adults for each vehicle, the minimum required is one adult to two or more youth members – *never one on one.*
3. **Male and female leadership require separate sleeping facilities. Married couples may share the same quarters if appropriate facilities are available.**
4. **When staying in tents, no youth will stay in the tent of an adult other than his or her parent or guardian.**
5. For latrine/bathroom use, the buddy system should be utilized by having a person wait outside the entrance; or provide occupied and unoccupied signs and/or inside door latches.

Note: Bold type denotes rules and policies. Reprinted from *Guide to Safe Scouting*.



DINING HALL RULES AND EXPECTATIONS

Cub Scout Camp is a great time for learning, and it is our hope and expectation that Cub Scouts will take what they learn from their Dining Hall experience and apply it to their home life. A Scout is helpful no matter what age! Please review the following items with your Cub Scout before arriving at camp.

- Waiters arrive 15 minutes before each meal. One adult should be present to assist. Breakfast; 7:45 a.m. Lunch; 12:00 p.m. Dinner: 5:45 p.m.
- Waiters are the ONLY scouts who should be circulating throughout the Dining Hall during meals. All other scouts are expected to remain seated.
- Waiters sit at the chair located at the head of the table.
- Waiters are responsible for setting their tables. All items will be located at the main table.
- Waiters are expected to retrieve a totem from the totem table and place it on the end of the table opposite of the waiter. A totem is a small token that belongs to a staff member. This will ensure that one staff member is able to sit at your table during each meal.
- The waiters are the ONLY scouts who are allowed to approach the Steward for requests.
- Waiters should serve themselves FIRST once all food is at the table. (These little guys work hard and it's only nice to allow them to serve themselves before the rest of the table).
- For lunch and dinner each scout is expected to drink one glass of WATER before he is allowed to have bug juice.
- At the end of each meal, each table can assist the waiter by sorting the dirty plates, cups and silverware. Dirty silverware should be sorted into three cups; forks, knives, spoons. (One cup for each type of silverware). All food scraps should be scraped onto one bowl or plate. Left over liquids should be poured into your table's pitcher. Then take the pitcher to the open return window.
- The waiter and one adult are the ONLY scouts who should remain in the Dining Hall after each meal. All others are expected to exit when dismissed.
- Once the Dining Hall is clear the waiter delivers all the dirty dishes and utensils to the dish room window.
- All paper and food scraps should be dumped into the garbage pail.
- All waiters are expected to wipe down their tables with a soapy towel located in a bucket at the main table.
- All waiters are expected to sweep around and under their tables.
- Once all tasks are completed the waiter should get the attention of the Dining Hall steward who will check the area and release him.

YOUR TENT

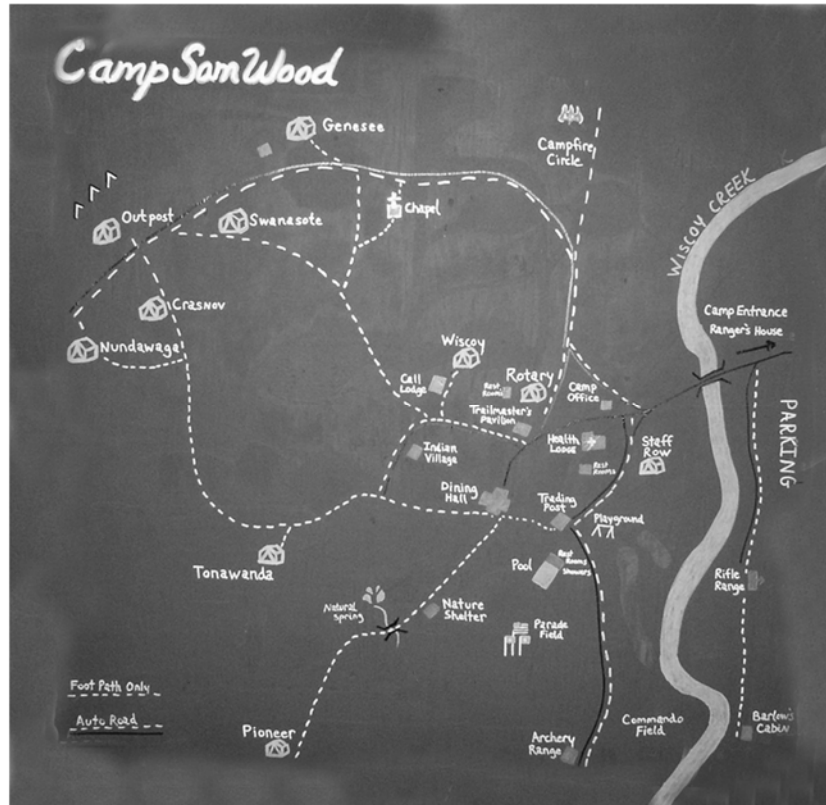
FOR THOSE OF YOU WHO HAVE NEVER LIVED IN A CAMP TENT, YOU SHOULD KNOW:

1. They cost about \$600.00 to replace, and the price goes up each year!
2. No pins—they cause leaks and start rips.
3. Running your fingers on wet canvas will break air bubbles and make tents leak.
4. Dry flaps before rolling to avoid mildew.
5. Roll flaps toward the inside so they won't become "Gutters."
6. Un-roll flaps periodically.
7. Canvas and ropes shrink when wet; loosen ropes at the beginning of a rain and tighten afterward. (Pull ropes evenly on each side.)
8. Never hang towels, wet clothes, etc. on guy ropes.
9. Aerosol sprays destroy the tent's water proofing deteriorate canvas. Please do not use spray cans in tents.
10. Always keep the weather in mind when leaving your campsite; if rain is a possibility, close your tent flaps.
11. Tell your Cub Scouts that the more they have their flashlight on after dark, the more bugs they will have in their tents.
12. If you have a leak in your tent, please notify the Camp Director.

These tents are your home and the home to many other Scouts during the summer.

Please do all that you can to properly care for our tents and to make them livable homes.

Map of Camp Sam Wood



WHAT TO BRING TO CAMP

VERY IMPORTANT

TO BE TURNED IN AHEAD OF TIME

Signed Registration Forms
Signed Personal & Health Med Form
Signed Individual Medications Form
Photos on registration forms; youth/ldrs

CLOTHING ITEMS:

Scout Uniform
Sweater or Jacket
Poncho or Rain Gear
Hat or Visor
Rugged Long Pants
Under Shorts
T-Shirts
Tennis Shoes/ Extra Socks
Swimsuit and Towel

**POOL SHOES for your Scout's
foot protection**

CAMPING GEAR:

Sleeping Bag or Blankets
Pack or Duffel Bag
Pillow

CAMP NECESSITIES:

Flashlight with Fresh Batteries
Clothes Line and Clothes Pins
Personal First Aid Kit
Drinking Cup/ Water Bottle

ADDITIONAL LEADER ITEMS:

Lawn Chair
Clipboard
Pack Flags
Camp Lantern
Song/Skit Books
Theme Related Campsite Decorations
Campsite Checkout Board
Your sense of fun and good humor!

UNIT SHOULD BRING;

Unit flags
Site decorations

TOILET KITS:

Handkerchiefs
Toothbrush and Toothpaste
Bath Towel and Wash Cloth

Emergency Toilet Paper
Body Soap
Deodorant
Comb or Brush
Sun Screen
Bug Repellent

SUGGESTED EXTRAS:

Sunglasses
Musical Instrument
Camera and Film
Spending Money \$\$\$

PLEASE DO NOT BRING

Video Games
Open Toed Shoes includes (adults, youth & visitors)
Personal Firearms/Air-Rifles/Archery Equipment
Expensive Personal Items
Radio
Fireworks
Sheath Knives
Camouflage and Military Clothing
Aerosol Cans of any type
Personal CB Radios



Registration Checklist for Cub Scout Resident Camp

Youth Camp Roster

- Use this form to report each youth attending camp with your unit.
- Print full name, last name first and list **alphabetically**.
- Please include shirt size. Note; Youth or Adult sizes!
- Indicate whether or not the individual will be taking medication at camp or if there are food allergies.
- Indicate the number of years the youth has attended resident camp (including 2017).
- If you are bringing a Den Chief, please include on the Youth Camp Roster and write "Den Chief" under the Scout Rank column.

Adult Camp Roster

- Use this form to report each adult attending camp with your unit.
- Print full name, last name first and list **alphabetically**.
- Circle the days that each adult will be at camp.
- Indicate the date when each adult took Youth Protection Training.
- Indicate whether or not the individual will be taking medication at camp or if there are food allergies.
- Indicate if an adult is CPR and/or First Aid Certified.
- Indicate the number of years the adult has attended resident camp at Camp Sam Wood.

Registration Form (youth and adult)

- *Ensure there is a Parent/Guardian signature and date on each youth registration form.*
- Please indicate t-shirt size on each youth registration form.

Annual Health and Medical Record Form

- Every child and adult camping must return a completed and signed form.
- ***Please have your Licensed Health Care Provider complete and your physician sign and date.***

Individual Medications Form

- Please complete one form for every child and adult camping.
- Indicate whether or not over-the-counter medications can be administered by the Camp Health Officer.
- Designate which over-the-counter medications you approve of.
- ***Have your physician sign and date.***
- *Parent/Guardian sign and date.*

NYS Child Safety Act Form

- The NYS Child Safety Act requires that all adults spending time at camp must submit their information to NYS Division of Criminal Services Sex Offender Registry by use of this form.

Camp Sam Wood T-shirt Pre-Order Form

- T-shirts are included in camp fees for youth only. Adults can use this form to pre-order shirts and/or hats. Please complete this form and submit with payment.

Opening Day Family Dinner Ticket Order Form

- Family is welcome to attend the family dinner on opening day, just \$6.00 per visitor.
- Use this form to order tickets for family, siblings and friends that would like to attend.
- Complete this form and submit with payment no later than July 15, 2017.
- Only guests with tickets will be served dinner on opening day.