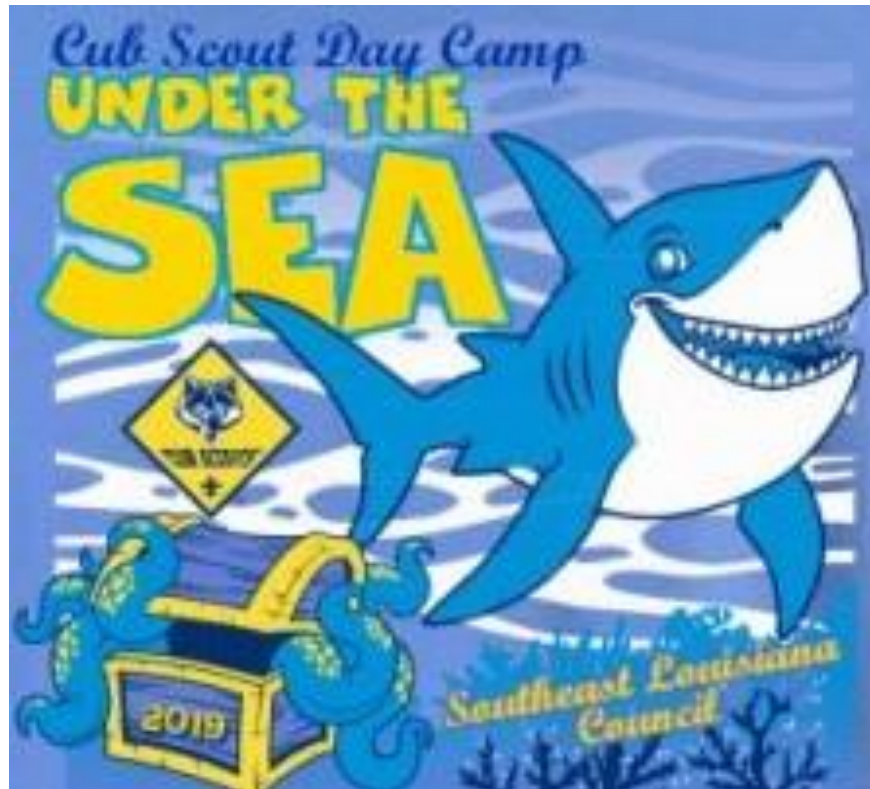


Cub Scout Day Camp Guidebook 2019 “Under the Sea”



BOY SCOUTS OF AMERICA
SOUTHEAST LOUISIANA COUNCIL

Serving Scouting in Southeast Louisiana Parishes of

Assumption, Jefferson, Lafourche, Orleans, Plaquemine, St. John the Baptist, St. Bernard, St. Charles, St. James, St. Tammany, and

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Letter to Parents and Pack Leaders

Hi, and welcome to Cub Scout Day Camp! Your scout will enter into a world of fun and have the time of his/her life at our 2019 "Under the Sea" Camp! This guide has been prepared to help you feel comfortable about the Day Camp Program and Staff giving useful information whether you are planning to volunteer or send your scout to Day Camp and to answer your questions. This guide does not cover all the details of what each individual camp's day to day operation will be like. For questions and information pertaining to your specific District's camp please contact that camp's director.

For those of you who have sent your scout to Day Camp before, you should be familiar with much of this information. This guide will serve as a very good review. Whether you are new to Day Camp or a camp veteran, it is important to read the entire guide as it contains new information and answers many of your questions and concerns.

Each district day camp is planned and conducted by a volunteer camp director and program director. The day camp can only be held with the assistance of volunteers such as yourself. Without the assistance of large numbers of parents, day camp could not occur. For example, each den of eight to ten scouts will need two adults to supervise them. Each program activity such as crafts, archery, or games needs one or more adults to staff it. As you can see we do need your help.

When you volunteer at Day Camp, you will be helping to provide a great camping experience to the scouts that attend. As Camp Directors, we know from personal experience how much the boys enjoy and appreciate your involvement. Oh, did we mention, volunteering at Day Camp is a lot of FUN!

Begin your plans and preparations for a great Day Camp experience. Our pledge is to make this a most memorable experience for you and your Scout.

We look forward to seeing you really soon!

The Day Camp Directors

What is Day Camp?

Cub Scout Day Camp is a 5-day experience under the supervision of specially trained volunteers. The Camp Director and the Camp Program Director have attended the Boy Scouts of America National Camping School and have completed certification standards set forth by the BSA national office. Additionally, the BB gun, Archery, and Sling Shot range officers receive Shooting Sports training and certification.

The Southeast Louisiana Council takes pride in assuring that our Day Camps meet the requirements for national accreditation. The National Standards are established to ensure the health and safety of every camper, leader, staff, and visitor while at camp and to ensure that every Cub Scouts will have a high-quality fun filled Day Camp experience. Besides the **fun** your scout will have, each scout will learn from his/her time here at camp. He/She will meet other Cub Scouts and Leaders from around the district, and as with any Scouting Program, it will help to instill in him/her the values and character he/she will need to become the kind of adult you want him/her to be.

Day Camp:

- Provides the Scout with an opportunity to begin work towards their next rank in Cub Scouting
- Encourages participation so that Cub Scouts benefit and grow with a good outdoor experience.
- It assists in the recruiting and inspiration of future Cub Scout Leaders and helps strengthen den and pack organization.
- Provides continuation of the Cub Scout program through the summer and assists the pack in qualifying for the Summertime Pack Award.

Who is Day Camp For?

Camp is open to boys/girls who have completed kindergarten through boys going into the fifth grade and are registered in the Boy Scouts of America. If your child is not yet signed up for Cub Scouts, he/she may join before the start of Day Camp.

Those finishing kindergarten will come to Camp as Tiger Cubs and must have an Adult Partner with them at all times. Scouts who have completed the first grade and who were Tiger Cubs during the school year will come to Day Camp as Wolf Cubs. Scouts that have completed second grade will be in a Bear den. Scouts going into fourth grade will be in a Webelos den and scouts going into fifth grade will be in an Arrow of Light den.

The Cub Scouts will not be in mixed rank groups, because our program areas are geared to the different rank levels. For example, Webelos will be working on more advanced projects than Tigers or a Wolf den.

What Will My Child Do at Day Camp?

Day Camp activities start with an opening ceremony each morning and conclude each afternoon where we retire the flag and present the day's recognition awards. The exact hours for each day camp vary. You will receive detailed information about your camps hours of operation at the Parent Orientation Meeting. Your Camp Director will notify you of the date, time and location for this meeting once your scout is registered for camp.

The daily program contains a well-balanced variety of activities. These include strenuous activities, time for rest, quiet times, times for noise and motion, learning new skills and making new friends. The exact program will vary from camp to camp but most will include the following:

- Shooting Sports (BB Guns, Archery, Sling shots)
- Sports and / or Games
- Sports/Games
- STEM
- Arts/Crafts
- Skits and Songs

Many camps have a special Family Day activity on Friday. All family members are invited to attend. Your camp's program director will inform you of the details. There may be a small fee for family members. Everyone attending Family Day is required to complete a BSA Health and Medical Record parts A and B.

Advancement at Camp

While at camp, the scouts will complete some of the requirements in their hand books. The camp director, with the help of the den chaperone/leader, will keep a record sheet for each scout and record daily what requirements he/she completes. At the end of camp, these advancement records will be sent home either with the scouts or with the Pack Leader. The information on what the scout has completed at camp can then be transferred to the boy's handbook by the parents or Den Leader.

When and Where is Day Camp Held?

Date	Day Camp Detail
6/3-6/7	<p>Day Camp: Cataouatche District (West Bank) Location: Alice Harte Charter School (5300 Berkley Drive, New Orleans) Camp/Program: Ruth Hoth (Email: hoth217bsa@gmail.com) (716) 462-3162</p> <p>Camp Hours: 8:30am – 3:30am</p> <p><u>Required Meetings</u> Parent Orientation: TBA</p> <p>Tot-Lot: YES Before and Aftercare: YES (Before care hours: 7:30-8:30am/Aftercare hours: 3:30-4:30pm)</p>
6/17-6/21	<p>Day Camp: Cypress District (St. Tammany & St. Bernard) Location: Camp Villirie (34845 Grantham College Dr; Slidell, Louisiana 70460) Camp/Program Director: Leah McGuire (Email: lmcguire132@gmail.com) (228) 222-7158</p> <p>Camp Hours: 8:00am – 3:00pm</p> <p><u>Required Meetings</u> Parent Orientation: June 1 and June 8 @10am, Founder's Building (1150 Robert Blvd, Slidell, LA 70458)</p> <p>Tot-Lot: YES Before and Aftercare: NO</p>
7/15-7/19	<p>Day Camp: Pelican District (Metairie) & Fleur De Lis (New Orleans) Location: JD Miesler Middle School @ 3700 Cleary Ave Camp Director: Natalie Costa (pelicancscamp@gmail.com), (504) 338-6745 Program Director: Candace Mackenroth (pelicancscamp@gmail.com), (504) 909-5686</p> <p>Camp Hours: 8:30am-3:30pm</p> <p><u>Required Meetings</u> Parent Orientation: Saturday, July 13th drop in between 9-12pm, Miesler Middle School Staff Training: Saturday, July 13th between 2-4, Miesler Middle School Staff Set-up: Sunday, July 14th from 10-2, Miesler Middle School</p> <p>Tot-Lot: NO Before and Aftercare: NO</p>

As of the printing of this Guidebook, there is no scheduled Day Camp in Bayou District.

Fees and Deadlines *Read Carefully*

Cub Scouts are considered registered for camp upon checkout of the Online Registration with all fees paid in full. All camps are \$80.00 when paid on or before May 20, 2019 (Cataouatche District), June 3, 2019 (Cypress District), or June 1, 2019 (Pelican and Fleur De Lis Districts). Registration fees include 1 scout camp t-shirt, a water bottle, and a camp patch. **Only T-shirts ordered by May 1, 2019 deadline are guaranteed to be available at camp.** Additional scout or volunteer shirts can be ordered for \$15.00. Fees after the above dates for each district will go up to \$95.00.

Registration for all Day Camps will be via Online Registration with a cutoff two weeks prior to the start date of each camp for both Cataouatche and Cypress Districts). For Pelican and Fleur De Lis Districts, online registration will close on June 15, 2019. **NO WALK-INS WILL BE ALLOWED!** Each camp has a maximum number of scouts it can take. Once that number has been met, registration will be closed regardless of the date.

How to Register

Registration will occur online at www.bsa-selacouncil.org. In the online registration, you will need to register your Scout and the Required Adult Volunteer. Every scout attending camp must have an adult (parent/guardian/grandparent/uncle/aunt, etc) volunteer at least 1 or more days at camp. **Reminder, every Tiger Cub must have an Adult Partner with him/her at all times.** An adult who volunteers all five days will receive a free camp T-shirt.

The following forms must be returned *to the Camp Director at least two weeks prior to the start of camp.* The preferred method is to email these forms to the Camp Director.

1. All BSA Health and Medical Records
2. Sign out Authorization Form
3. Tot Lot Registration Form (for those camps who have this)

Required Adult Volunteers

Adult volunteers are essential to run Day Camp. BSA National Camp Standards mandates that we have 1 adult for every 4 scouts who attend. Therefore, all parents who are registering scouts for Day Camp must serve as a volunteer or enlist someone in their place if they can't. A registered Cub Scout or Boy Scout leader, parent, guardian, or a person 18 years of age or older may volunteer at Day Camp. These adults will be responsible for guiding the scouts in their Day Camp Den from location to location throughout the day, assist with activities and discipline. If you have any special skills or access to supplies that might be useful to the Camp Directors, please let them know on your application. The more help we have, the better program we can put on for our Scouts. If you are interested in running a program area all week, please contact the Camp Director at your specific camp.

Please note this is not optional: our Day Camp is planned, organized, and staffed by volunteers. The camp cannot operate without parent assistance.

Camp Adult Staff

Each camp has program areas such as Arts/Crafts, STEM, Sports/Games, Shooting Sports that need an adult to run them. In order to do this, you need to be available all week. The Camp and Program Directors will have created all of the activities that need to be done. It would be the job of the Adult Staff who are running a program area to teach the Scouts how to do each activity. There is no fee for staff members and you will receive a free Day Camp t-shirt. All staff must be registered with the Boy Scouts of America and completed YPT. Contact the Camp Director if you are interested and fill out the Staff-Adult registration online. Adult Staff will be required to attend the Parent Orientation, Staff Training, and Camp set-up. Check the dates for each with your specific camp.

Camp Youth Staff

Boy Scouts who are at least 11 years old may volunteer as Staff at the Day Camp. Boy Scouts, Venture Crew or Explorer Scouts, age 14 and older, may volunteer as a Day Camp Den Chief or as a Program Aid. Volunteering at Day Camp offers these Scouts an opportunity to display leadership skills, pass on useful information to younger Scouts and encourage those younger Scouts to continue on in Scouting as well as gaining service hours to use toward their rank. The positive influence of these Scouts on our Cub Scouts helps to further build our Scouting program. Contact your Camp Director and fill out the Staff-Youth registration online. Youth Staff will be required to attend Staff Training, and Camp set-up. Check the dates for each with your specific camp.

Parent Orientation Meeting

This is when you can meet the staff, talk with the camp director, and have those last-minute questions answered. The Camp Staff will review and collect any missing forms. The camp director will review details about their camp such as check-in and check-out procedures, your son's day camp den assignment, camp rules and other important information about camp. **THIS MEETING IS REQUIRED.** Last minute needs or changes to camp will be announced at this meeting. Your Day Camp Director will notify you of the meeting date, time and location.

What to Bring to Camp

Each Cub Scout who attends Day Camp will receive a theme T-shirt. Scouts have to wear this shirt everyday! You will receive the size you order, we cannot make exchanges. **Only T-shirts ordered on or before May 1st are guaranteed to be available at camp.** T-shirts will be handed out at the Parent Orientation Meeting.

On the first day of camp, please make sure your scout has the following items each day in a back-pack. Label all items with your scout's name and pack number.

1. A hat, sun screen, rain gear (poncho)
2. A towel and bathing suit (on the days your camp has water activities for camps doing this)
3. Everyone must wear shoes and socks at all times. Water shoes are allowed during water activities
4. No sandals or open toe shoes (including CROCS) are allowed at camp – this applies to Scouts and Adults.
5. A nonperishable lunch packed in a plastic bag with your Scout's name on it. If you send perishable food, you will need to provide your own cooler to keep the food cold.
6. Most camps provide water!

Remember to eat a good breakfast before coming to Camp!

What not to Bring to Camp

Pocket knife, Matches, Portable Radio/CD player, iPod, Handheld Video Games

Cell Phones

While at camp many adults will use their cell phone, but the uses of cell phones by Cub Scouts is strongly discouraged. Any youth attending camp with a cell phone must inform his Day Camp Den Leader.

Medication

If your son requires medication during camp hours, only the parent, guardian or the attending adult who has been given permission by the parent, may dispense the medication. **No medication (this includes over-the-counter meds) may be given by the Day Camp Staff this includes the camp medical officer.** Medications shall only be carried by an adult. Exceptions to this are for those individuals who need to carry emergency medication at all times such as asthma inhalers, Epi-Pens or similar prescribed bee sting kits, diabetes kits, nitroglycerin tablets, etc. Any medications brought to camp must be in the original pharmacy or manufacture's container with the patient's name, medication name clearly labeled with dosage instructions. List all medications on the Annual Health and Medical Record

Special Needs

Please contact your Day Camp Director in advance if you have special needs. The Boy Scouts of America promotes the inclusion of youth with disabilities and or special needs. We recognize that each child is unique, and no single plan will work for every scout. We will work together to provide an enjoyable Day camp experience for your son.

Emergencies

The camp maintains a list of persons certified in CPR and basic first aid procedures. A Camp Health Officer is in camp at all times. In case of an emergency or accident involving your child, you will be notified by the camp director. We request that you add any information to the Annual Health and Medical Record form that we may need in case of an emergency. Please notify us if there are any changes or additions to this information prior to camp. If you have an emergency and need to get in touch with your child while he is at camp, please call the camp director or the Southeast Louisiana Council at 504-889-0388.

Uniforms in Camp

All Cub Scouts, Den Chiefs, and Camp Staff are required to wear this year's Day Camp T-shirt every day. While they look great and the boys love them, these shirts serve another purpose. These shirts let us know at a glance if the wearer is a Cub Scout, an Adult Volunteer, or a Staff member. We can spot visitors or strangers in camp at a glance. For this reason, it is imperative that your Cub wear the Day Camp T-shirt each Day.

Additional T-shirts are available for purchase. Please use the T-shirt order section on the Cub Scout Registration Form to purchase additional T-shirts. Remember, T-shirts must be ordered by the early bird deadline May 1st in order to guarantee availability at camp

Your scout may wear his/her bathing suit to camp on the days your camp has water activities. When it is time for wet games he/she will only need to remove his/her shirt, shoes and socks and then he/she will be ready to play. This will enable him/her to get wet without having to worry about changing clothes, and the wet bathing suit will help keep him/her cool longer as he/she moves from area to area.

Check-in/Check-out

All campers must be signed in and signed out each day. The exact details of your camp's morning check-in procedures will be discussed at the Parent Orientation meeting. Most Day Camp hours are 8:30 AM to 3:30 PM. Cub Scouts should arrive 15 minutes early, to allow ample time for check-in before opening ceremonies begin. Attendance is taken each morning of camp. If you know that your child will not be attending camp or will be arriving late on a day, we ask that you please notify the camp director by writing a note or by phone. After roll call is taken, those children who are absent without notification, will have their absences verified by a phone call from a member of the camp staff.

For the exact details about your camp's check-out procedures attend the Parent Orientation meeting or contact your camp director. All campers will have completed the Sign-in/out Authorization form. Only the persons listed on this form will be allowed to sign out a camper from camp. If they are not listed on the form, your scout will not be released to them. Identification of the person signing out the child from Day Camp may be verified with their driver's license.

If a camper needs to leave camp before the scheduled end of camp, the parents must send a signed notification to camp. Any unexpected departures will be verified with a phone call to the adult who signed the Day Camp Youth Registration form.

"Tot-Lot" Program

Only Cataouatche and Cypress Day Camps have a Tot Lot program, check with your camp director for details. This program is for children ages 2 and older and potty trained. It is only for the siblings of Cub Scouts and the children of the staff or the daily Den Leaders, Chaperones and Volunteers working that day of camp. The Mother or Father of the "Tot-Lot" child must be in camp at all times.

Siblings in the Tot-Lot Program must be pre-registered, so that we will know how many snacks and craft supplies to have on hand, No walk-ins. A nominal fee may be charged to cover expenses and will be collected at your Day Camp site. The child must have a completed BSA Health and Medical Record parts A and B on file in the Day Camp First Aid Station. The Tot-Lot Registration form must be turned in to the Day Camp Director one week prior to the start of camp. Do not send the Tot Lot registration to the council office. Bring a cup and lunch for the little ones. Information about daily Tot Lot procedures will be discussed at your camp's Parent Orientation Meeting

In Conclusion, we are looking forward to meeting you at camp and providing a great camp experience for your scout. If you have any comments or suggestions for improvement of this guide, or questions about Day Camp in general please contact the Southeast Louisiana Council at 504-889-0388.

Before and Aftercare

Not all camps offer before and aftercare! Before care starts at 7:30am. Aftercare goes till 4:30pm.

Council Refund Policy

The following policy statement is applicable to all council and district activities where a fee is collected by the Southeast Louisiana Council. Online convenience fees (if applicable) are not refundable. All activities are considered non-refundable, unless there is a medical emergency or a death in the immediate family. Refund requests will only be considered if made in writing.

A service charge of twenty-five percent (25%) of the activity fee will be assessed on all refunds to cover the costs incurred in preparation of the activity and processing the refund. Written refund requests must be submitted prior to the start of any event. Any requests after the activity will be considered only for personal illness or family emergencies.

No refund requests will be accepted after ten (10) days following the end of the activity. Consideration for a full (minus charges and costs incurred) refund will be considered for special hardship cases and for advanced-level training courses such as Wood Badge. For major activities that require a non-refundable deposit, such as council contingents to the National Jamboree and Philmont, a full refund less the non-refundable deposit will be considered based on the time of the request and the council's ability to fill the slot with another participant. If the slot is not able to be filled, no refund will be available.

No refunds of any fees are available until 30 days after the event.

Refund checks will be issued to the individual or entity paying the original fee within 30 days of receipt of the request pending its approval.

Fees are only transferable within the same unit to a Scout or adult leader not currently registered for that specific activity.

If an activity is canceled or postponed due to weather, every effort will be made to reschedule the activity. If an activity is canceled and the participant cannot participate during the alternate date, the full fee will be refunded minus any service fees and costs incurred by the event prior to the cancellation. This amount may vary from event to event

Send all refund requests to the Council Program Director, Tracy Jones at: tracy.jones@scouting.org