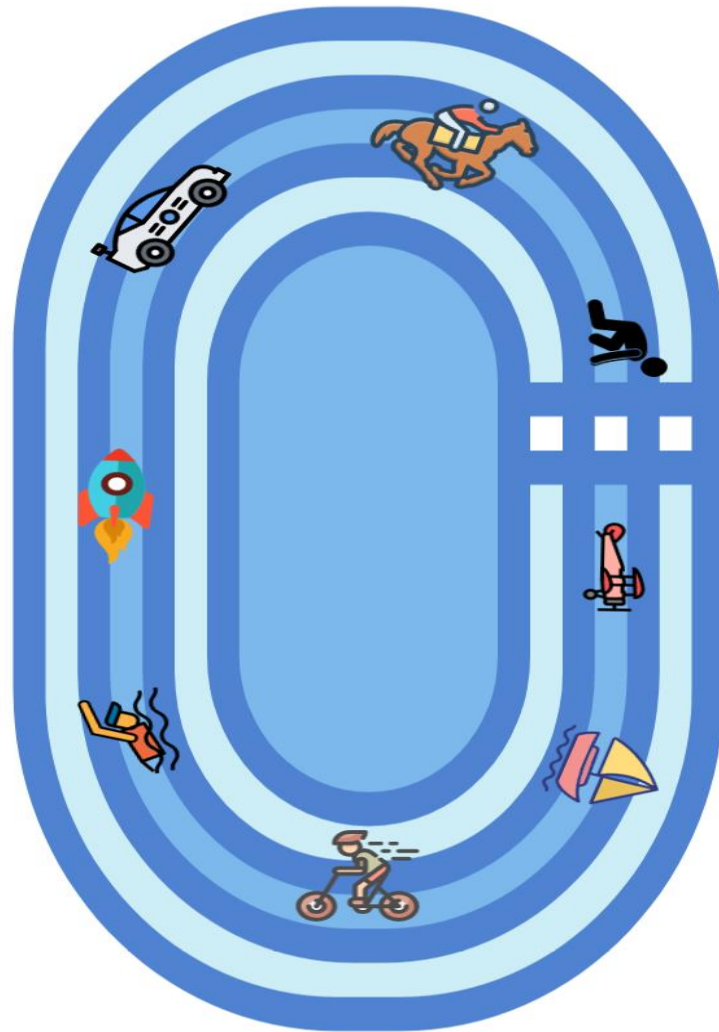


Cub Scout Day Camp Guidebook

Southeast Louisiana Council

2023



Off to the Races

Five days of fun and learning, activities, BB Guns, Archery, Nature, Songs, Games and more for all registered Cub Scouts.

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Letter to Parents and Pack Leaders

Hello and welcome to Cub Scout Day Camp. This guide has been prepared to help you feel confident about the Day Camp Program and Staff and to answer many of your questions. The guide does not cover all the details of each day's program entails. However, the guide contains useful information whether you are planning to volunteer or send your child to Day Camp.

For those of you who have sent your child to day camp before, you will be familiar with much of this information so this guide will serve as a 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.

Day camp is planned and conducted by a **VOLUNTEER** Camp Director and a **VOLUNTEER** Program Director. The camp can only be held with the assistance of a multitude of volunteers. Without the assistance of large numbers of parents, camp would not occur. Each den of eight to ten children will need two adults to supervise them each day. Each program activity such as shooting sports, games or crafts needs additional adults and/or Scout BSA to staff it. As you can see, we do need your help.

When you volunteer at Day Camp, you help provide a great camp experience for the Scouts. As Camp Directors, we know from personal experience how much the children enjoy and appreciate your involvement. Oh, did we forget to 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 memorable experience for you and your Scout.

We look forward to seeing you soon!

Tia Lopez & Claire Western
Bayou District

Althea Vallotton & Charlene Saravia
Pelican District

Hallie Stoltz & Rebeka Goulas
Cypress District

What is Day Camp?

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

The Southeast Louisiana Council takes pride in assuring that our Day Camp meets 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 Scout will have a high quality, fun filled, Day Camp experience. Besides the FUN each Scout will have, they will learn skills that will help them throughout their Scouting career and beyond. They will meet other Cub Scouts and Leaders from around the Council, and as with any other aspect of the Scouting program, it will help to instill in them the values and character they will need to become the kind of individuals we want them 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.
- Assists in the recruiting and inspiration of future Cub Scout Leaders and helps strengthen den and Pack organization.
- Provides a 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 children who have completed kindergarten through children 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, they must join before attending camp.

Children finishing Kindergarten will come to Camp as Tiger Cubs and must have an Adult (over 21) Partner with them at all times. Children who have completed the first grade and who were Tiger Cubs during the school year will come to Day Camp as Wolf Cubs. Children that have completed second grade will be in a Bear den. Children that have completed third grade will be in a Webelos den and children going into fifth grade will be in an Arrow of Light den.

The Cubs 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 the Wolves.

What Will My Child Do at Day Camp?

Day Camp starts with an opening ceremony and announcements each morning and concludes each afternoon with a closing ceremony. Day camp will run from approximately 8:30 am until 4:00 pm each

day (see the schedule for each specific camp). More information is provided later in this guide about check-in/check-out procedures and other necessary details.

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

- Shooting Sports (BB Guns, Archery & Sling Shots)
- Sports and/or Games
- Special Webelos activities
- Nature
- Crafts
- Skits and Songs

Advancement at Camp

While at camp, the Scouts will complete some of the requirements and electives in their handbooks. Advancement awards are not presented at camp. The camp directors, with the help of the Den Walkers will keep a record sheet for each Scout and record daily what achievements, electives or activity badges they complete. After the end of camp, all adventures completed at camp will be on the council website, bsa-selacouncil.org, by the beginning of July. There will be a complete breakdown of Tigers, Wolves, Bears, Webelos, & Arrow of Light. This will enable Packs to transfer the information to Scouts own handbooks and present the awards at their meeting.

Requirements to Attend Camp

1. Scouts must be registered with BSA. We cannot accommodate unregistered friends or siblings.
2. Scouts must have completed Kindergarten (just entering 1st grade in the fall) but cannot have finished 5th grade (must be just entering 5th grade in the fall)
3. Register in advance of camp (there will be no registrations accepted two weeks prior to camp or at the door)
4. Parents must attend the pre-camp orientation meeting the week before your camp. Dates and locations will be announced at a later date.
5. Tigers need an adult (over 21) partner with them every day of camp.
6. Parents or guardians of Wolves through AOL must volunteer for at least one day at camp as a Den Walker. Grandparents or other adults over 21 may fill in with parental permission.

Where and When is Day Camp Held?

Camp Hours, Locations, and registration deadlines

Location

Bayou District – June 12 – 16, 2023

St. Louis Catholic Church
2266 Bayou Blue Road
Houma, LA 70364

Check-In Monday – 8:00 a.m. – 9:00 a.m.
Tuesday – Friday - 8:30 a.m.
Closing Mon-Friday – 3:30
Pick-up As soon as closing is finished

Cypress District – June 19 – 23, 2023

Camp Villere – Armory Building
(Front building with circle drive)
34845 Grantham College Drive
Slidell, LA 70460

Check-In Monday – 8:00 a.m. – 9:00 a.m.
Tuesday – Friday – 8:30 a.m.
Closing Mon – Frid – 2:45 p.m.
Pick-up As soon as closing is finished

Pelican District – May 29 – June 2, 2023

AC Alexander Elementary School (Tentative – if location changes, we will inform you before camp starts)
600 West Esplanade Avenue
Kenner, LA 70065

Check-In Monday – 8:00 a.m. – 9:00 a.m.
Tuesday – Friday - 8:30 a.m.
Closing Mon-Friday – 3:30
Pick-up As soon as closing is finished

Fees and Deadlines - **READ CAREFULLY**

Fees

Cub Scouts are considered registered for camp when registration has been completed online and fees are paid in full on or before the deadline dates listed below.

\$100 – Early Bird (registering by the early bird date for your camp guarantees your camp t-shirt will be available at the start of camp)

\$120 – when paid after early bird cutoff and until registration close date

\$15 – for additional t-shirt

Camp fees include one camp T-shirt, a patch and all camp activity supplies.

Packs who register new Scouts after the early bird deadline may register them at the \$100 early bird fee instead of paying the late fee.

Registration will close two weeks prior to camp. You must contact the Camp Director to see if it is possible to register additional Scouts after that point. **NO SCOUTS WILL BE ALLOWED TO REGISTER AT DAY CAMP!**

Register online at bsa-selacouncil.org. Registration can be done by individual parents; however, it is much easier if done by one adult for the entire group attending from the Pack.

Registration Deadlines

Pelican –

Early Bird: April 28, 2023

Late Registration: May 12, 2023

Bayou –

Early Bird: May 12, 2023

Late Registration: May 26, 2023

Cypress –

Early Bird: May 26, 2023

Late Registration: June 2, 2023

Refund Policy

Because materials must be ordered/purchased well in advance, a nonrefundable fee of \$55.00 per Cub Scout will be assessed on all refunds. Requests for refunds must be submitted in writing to Nancy Allen at the Council Offices 10 days prior to Day Camp. The written request can be mailed or emailed, with reasons noted as to why the request is being made.

The only exception to the above is for family emergencies, illness or summer school attendance. In these cases, written refund requests may be submitted to your Day Camp Director. The Camp Director will forward the request to the Council offices for consideration. No requests will be accepted after ten days following the Friday of Day Camp.

Fees can be transferred to another Scout if requested by the Friday before camp begins. You must contact both the Council office AND your Camp Director to transfer fees to another youth.

Pack Day Camp Coordinator

It is highly recommended that each Pack assign a Pack Day Camp Coordinator. This is a leader or parent who is responsible for seeing that every Scout in the Pack receives information to register for Day Camp and helps ensure that all that wish to attend are registered.

PACK DAY CAMP COORDINATORS

- Distribute the Day Camp Guidebook, parent information brochure and registration information to your Pack's families. Each parent should have a copy of the guidebook, parent information brochure or know how to access them on the council website.
- Help collect registration information and payments.
- Process registration online for the Pack.
- Help to recruit and schedule Den Walkers for each day and den level.
- Register Den Walkers online.
- Encourage all parent volunteers and Den Walkers to complete YPT training online at my.scouting.org
- Collect all Annual Health & Medical forms for Scouts and Den Walkers in advance of Day Camp and ensure that they are provided to Day Camp Director at the Parent Orientation Meeting or by the first day of camp.
- Please make sure that parents include on the Annual Health & Medical Form those individuals that are allowed or not allowed to take their Scouts from Day Camp.
- Make sure that all parents are aware of the date and time of the Day Camp Orientation meeting.

The Day Camp Guidebook is available on the council website or can be emailed to you on request.

The Pack Day Camp Coordinator will schedule adults (Den Walkers) to chaperone each den each day and assist register Den Walker forms online at the council website. The Camp Director will use the Den

Walker registration to assure that there is enough supervision for each Day Camp Den. Den Walkers can be parents, grandparents, guardians, or any other individual who is 21 or older. Please encourage your Den Walkers to complete the YPT training course online. Remember that Cub Scouting is a family activity, so get those parents involved.

Transportation

Transportation to and from camp is the Scout parent's responsibility. Check with your Pack Day Camp Coordinator for ride sharing opportunities. Please make sure that if you are not driving your Scout to and from Day Camp, that you have designated what other individual may or may not take your Scout on your Annual Health & Medical Form

How Can I Help?

Depending on size, Day Camp can have between 30 – 50 Staff Volunteer positions to fill each year that must be filled by parents, leaders or Scouts BSA/Venturers/Explorer Scouts/Sea Scouts So Yes, **WE NEED YOUR HELP!!**

You do not need to be a Den Leader or Cubmaster to help at Day Camp. A parent who has a week, a day or even a few hours can volunteer to help their child, grandchild, and others have a memorable time. We will need volunteers to help with check-in and check-out each day, to help with activity areas, to act as health officers and to work the range. Any amount of time you can spare will be put to good use. Volunteers will need to arrive 30-45 minutes before the start of camp so that you may be briefed on your responsibilities. You will be expected to follow the Day Camp Staff policies. Wear comfortable clothing, but no halter-tops or similar abbreviated clothing. Smoking is prohibited around the Cubs during Day Camp.

If you have any special skills that appeal to Cub Scouts or access to supplies that might be useful to the Day Camp operation, contact your Camp Director by phone or email (see contact information at the end of the guidebook or send an email to selacubcamping@gmail.com prior to camp.

All Staff Volunteers (working in program areas) need to register online at bsa-selacouncil.org. Don't forget to check the box on the Adult Volunteer/Staff forms to indicate your area of interest. Please let the Camp Director know what area you are interested in helping with and they will try to accommodate you. The more help we have, the better the program we can offer our Scouts.

Camp Staff

If you would like to experience the fun of working with Cub Scouts at Day Camp in a program area, we have a place for you. We need fun-loving adults who can spend time at camp. There is no fee for staff members. **When you volunteer for 3 or more days, you will receive a Day Camp staff t-shirt.** All staff must be registered with the Boy Scouts of America. Please go to bsa-selacouncil.org to register.

Scouts BSA/Venturers/Sea Scouts/Explorer Scouts, age 14 and older, may volunteer as Day Camp Den Chief or as a Program Aide. Volunteering at Day Camp offers Scouts BSA an opportunity to use leadership skills, pass on useful information to younger Scouts and encourage those younger Scouts to continue in Scouting. Scouts BSA will gain service hours to use toward their rank advancement or even school requirements (Day Camp Directors will sign service hour forms that are provided by the volunteer). These older Scout's positive influence on our Cub Scouts helps to further build our Scouting program. Contact your Camp Director or register online today.

Scouts BSA, under the age of 14, may volunteer at Day Camp, but will be assigned to an adult partner to help. This provides the adult with an extra set of hands and gives the Scouts BSA an opportunity to work on their leadership and mentoring skills.

Staff members and Scouts BSA/Venturers/Sea Scouts/Explorer Scouts are encouraged to complete Youth Protection Training as well as First Aid and CPR training. Scouts BSA who volunteer to work 3 or more days will receive a Day Camp staff t-shirt. Please go to bsa-selacouncil.org to register.

Den Walkers

A Den Walker is an adult that helps supervise the den during day camp. They ensure that the Scouts move from activity to activity in a timely fashion, listen to instructions when warranted, DO THEIR BEST at each activity, keep the peace between Scouts, make sure Scouts are following the rules to keep them safe, and be another pair of eyes at camp to help keep staff informed of potential problems. Den Walkers help ensure that our camp runs effectively in a way that provides fun and enjoyment for all our campers.

Each Pack needs to provide den walkers based on the following for EACH DAY of the camp:

- One den walker for 1-5 Scouts – *per rank level*
- Two den walkers for 6-10 Scouts – *per rank level*
- Three den walkers for 11-15 Scouts – *per rank level*

We understand that finding parents who are able to be Den Walkers can be difficult. We must have the appropriate number of adults in each den to meet BSA adult/youth ratios. If you are unable to meet the requirements above for each day, please contact the day camp directors **BEFORE** day camp week so that we can try to help your pack. However, it is ultimately the responsibility of the pack to provide den walkers in the required numbers.

For example: Your pack is sending 16 Scouts to camp. Out of these 16 Scouts, you have 4 Wolves, 10 Bears & 2 Webelos. With the above requirements, your pack will need: 1 walker for the Wolf group each day, 2 walkers for the Bear group each day & 1 walker for the Webelos group each day, for a total of 4 walkers *every day*. You must break down your pack in their dens, then determine how many walkers you will need, not just the total number of Scouts going.

If you are having difficulty recruiting enough volunteers, contact the Camp Director about the possibility of combining your dens with the dens from another Pack and coordinating volunteers. To

accommodate approximately 100 kids each day at camp, we need a minimum of 20 Den Walkers each day. So please volunteer! Needs will change depending on the size of each camp.

It is the ultimate responsibility of the Day Camp Director to ensure that there are enough volunteers to support each den each day. Without adequate volunteers, the Scouts in those dens may not be able to participate in the day's activities and will have to be sent home.

You may have different den walkers each day and as always, **Annual Health & Medical forms WILL BE REQUIRED for each volunteer. We will have some extra medical forms at camp, but not many. *Tiger Cubs must have a Tiger Adult Partner with them when they attend day camp. Tiger Adult Partners act as Den Walkers and must complete the Annual Health & Medical form!***

This year, we are asking Den Walkers to please register online at bsa-selacouncil.org so that we have a record in advance of who is attending camp. The Pack Coordinator can register the Den Walkers just like they register the Cub Scouts, or Den Walkers can register themselves. This is a requirement of our National Camp Standards. We also encourage all parents who sign up to be Den Walkers to go to my.scouting.org and take Youth Protection Training. This online course will take you around an hour to finish (you may stop and restart as often as you need). If you take this course, please attach a copy of the course certificate to your Annual Health & Medical form.

Your Scouts may be combined with Scouts from other Packs to form larger groups to move as a NEW den through camp. Please work together with the other adults as you move through the rotations and do not exclude or ignore Scouts that are not from your Pack. The entire group of Scouts in the Den are your responsibility each day, not just the Scouts from your Pack. As a Den Walker, please take an active role in the sessions to help the staff members and Scouts. The Activity Leaders do not know your Scouts as well as you do and will need your help with their names, attention, and enhancing their enjoyment. Thank you for taking the time to be here! Without your help Cub Scout Day Camp would not be possible!

If you have any concerns, questions or would like to be on staff next year, please contact one of our Day Camp Directors or SELA Council Staff. They will be in distinctive staff t-shirts all week.

What to Bring:

Camp shirts will be handed out at the Day Camp Parent Orientation meeting or on the first day. This shirt will help the camp staff identify the Scouts and the dens they are assigned to as well as people who are not permitted to be in camp. When ordering camp shirts, we recommend that if you have any questions concerning the size of the shirt, you order the next size up from what your child is currently wearing. We will not be able to exchange shirts at camp for a different size. You may also want to order an extra shirt so that you do not have to wash it every day. The Day Camp shirt is the official uniform of day camp and intended to be worn every day to camp.

Please remember this is an outdoor camp with insects and poisonous plants. Your Scout should wear proper footwear, such as gym shoes or hiking boots, with socks, or CLOSED TOED Sandals. **ABSOLUTELY**

NO OPEN TOED SANDALS, SHOWER SHOES, CROCS, OR FLIP FLOPS WILL BE PERMITTED. You will be called to bring different shoes if your Scout shows up in one of these types of footwear and they will not be permitted to participate at all until proper shoes arrive. **This shoe rule applies to adults in attendance as well.**

Everything should be labeled with the Scout's name & pack #.

Each Scout should bring the following items EACH DAY:

- **Day Camp T-Shirt (wear an extra shirt on the first day– Pack shirt or Scouting shirt if possible if you have not received your Day Camp t-shirt)** Additional Day Camp shirts may be purchased at time of registration for \$15.
- **Hat, cap, or other head protection (it gets very hot, hats provide shade and sun protection for the body as well as protect you from sunburn)**
- **Sunscreen, Insect Repellant, Absorbine Jr (for gnats)**
- **Water Bottle (water refill stations will be available)**
- **Sack lunch (many times Packs will bring coolers, contact your Pack Coordinator)**
- **Rain Gear (as weather requires)**
- **Money for trading post (optional, most items range from \$1 to \$5 but select few items are more expensive)**
- **Gym shoes or hiking boots (no open toed shoes/Crocs allowed).** This rule applies to all Scouts and adults in attendance.
- **Swimsuit & Towel (it is highly suggested to wear swim trunks on water days vs. changing- they always lose their underwear.)** This item may not be necessary at your camp or only necessary on certain days. See your specific parent brochure and attend the Orientation meeting for more information. – Some camps may have specific water days.

What Not to Bring!!!!

- Pocket Knife
- Matches
- Portable music devices
- Handheld video games
- Any other electronic device
- We highly recommend that Scouts **DO NOT** bring a cell phone to camp!

Other requirements

Some activities may require Scouts to bring additional items not listed on the above “What to Bring to Camp” list. If other items are required, you will be notified the week before the start of camp so that you have time to procure those items.

Cell Phones

While at camp, we understand that many adults will have their cell phones. However, please limit your usage to break periods as much as possible. You have volunteered to supervise the Scouts and **IF YOU**

ARE ON YOUR PHONE, YOU ARE NOT SUPERVISING THE SCOUTS! Also, please do not let the Scouts in your Den use your cell phone to play games, etc. If they have downtime, encourage them to practice scouting skills, make a new friend, play a game, socialize, etc.

We encourage Scouts to leave their cell phones (if they have them) at home. We want their focus to be on the activities at camp and not on their phone. The other reason we encourage them to leave their phones at home is that we cannot guarantee the security of phones left in backpacks, in the fields at activity stations, etc. It would be better for all for it to be left at home. Also, camp staff **WILL NOT** retrieve cell phones that have been dropped into the port-a-lets.

Medication

If your child 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, including the Health Officer.*** Medications shall only be carried by an adult (over 21). 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 manufacturer'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 Boys 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 Scout.

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 Scouts 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 immediately. For this reason, it is imperative that your Cub Scout wear the Day Camp t-shirt each day.

Additional T-shirts are available for purchase. Please make sure to mark additional shirts only for those Scouts wishing to purchase. Otherwise, your pack will be charged an additional \$15 per Scout for each shirt. Remember, t-shirts must be ordered by the early bird deadline of April 28 (Pelican), May 12 (Bayou) or May 26 (Cypress) in order to guarantee availability at camp.

Your Scout may wear their bathing suit to camp on water days so that they only have to remove their t-shirt or outer clothing when it is time for water activities. This will enable the Scouts to get water activity quicker, not have to worry about changing clothes or losing clothing items and the wet bathing suit will help keep them cool after the water activity.

Communicable Disease Protocols

The Southeast Louisiana Council follows the recommendation of the CDC and State in regard to communicable diseases. Day Camp will follow these protocols and procedures. If your Scout is showing any of the following symptoms, please keep them home from camp for the day if not the rest of week depending on symptoms:

- Fever
- Coughing
- Sore Throat
- Pink Eye symptoms
- Vomiting or Diarrhea

Please notify the Directors if your child is going to be absent due to illness. If you have any questions or concerns about these procedures, please contact the Day Camp Director or District Executive to discuss.

Emergency Procedures

Emergencies

The camp maintains a list of people 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 is at camp, please call the Camp Director or the Southeast Louisiana Council office at 504-889-0388

Inclement Weather

We hold Day Camp rain or shine. It takes courage to keep going in the rain and a Scout remembers enduring different weather through Day camp far more vividly than beautiful sunshiny days. In the event of a weather emergency, the Day Camp Director will institute the Emergency Procedures as found in the Day Camp Staff Manual and Emergency Procedures Manual. The Day Camp Director will blow three long horn blasts to signal an emergency procedure has been implemented. At that time, each den

and all staff will proceed to the Flag ring or designated meeting spot for instructions unless otherwise specified by your specific District Day Camp.

The weather is monitored closely throughout the week by Day Camp Administration. In the event of lightning strikes or severe thunderstorms, proceed to the nearest enclosed Shelter or other assigned location and wait for Camp Administration instructions.

If inclement weather moves in during Day Camp hours and we are unable to resume activities, your Pack's Den Walkers will assist in contacting parents and the transportation of the youth in the pack to the designated pick-up site. In the event we must evacuate the Scouts from our Day Camp site, each district day camp will have their own designated pick-up site. Each camp's Directors will make you aware of this location at the orientation meeting. We will post any cancellations or early dismissal from camp on the council website www.bsa-selacouncil.org and the Council Facebook page BY 7:30am. Do not contact Camp Administration at home in the mornings during the week of Day Camp and expect a return call as Camp Administration will already be at Camp before 8 am each morning. If camp is cancelled AFTER 7:30am, Pack Coordinators shall be contacted directly by camp staff and it will be the Pack Coordinator's responsibility to contact their own Pack.

Lost Scout

Day Camp operates under the Buddy System like every other BSA activity. Scouts must have a buddy with them at all times including trips to the bathroom, returning to Pack area to retrieve something, going to the trading post, during water activities, etc. This is the first step to ensuring that we do not have any "Lost Scouts." If Scouts are not in their program area and adults do not know where they are, emergency procedures are implemented. These procedures disrupt the normal routine of camp and interrupt everyone's enjoyment of camp. However.....

In the event of a lost scout, the following Emergency Procedure will be implemented:

- Den Walkers report to the Camp Director that there is a missing Scout including name and description of what the Scout looks like, what they are wearing that day and last known location.
- The Camp Director will contact other Staff members by radio to see if the missing Scout can be located near their program areas.
- If the Scout is still not located, the Camp Director will blow three long horn blasts.
- At this time, each den will proceed to the Flag or other designated area for Instructions.
- Den Walkers will take a count of their Scouts and send one representative to the registration area to report that everyone is accounted for.
- Once the count is taken and reported, ensuring that the lost Scout is not with them, individuals are dispersed to look for the Scout.
- If the Scout is not found within 15 minutes, local authorities, the Southeast Louisiana Council Office and the Scouts parents will be contacted.
- Whether or not Scouts will return to the program activity areas before the missing Scout is located is at the discretion of the Camp Directors and Council staff.

Emergency Response Protocol

In the event of an emergency such as an active shooter, police emergency or fire, the safety of our Scouts and volunteers is most important. Each District Day Camp will provide specific information to parents at the orientation meeting as to procedures for emergencies in that location.

General Registration Process

Check-in & Check-out will differ based on the specific camp. Information on specifics will be given at the pre-camp parent orientation meeting.

Check-in (General)

- On the first day of Camp, all remaining Annual Health & Medical forms for the Scouts and adults attending any time during the week must be turned in at registration if not turned in to the Director at the parent orientation meeting.
- All attendees (Scouts, Adults & Staff) must check in so that the Directors have an accurate count of how many people are on campus each day.
- Den bags/buckets/folders and den flags are retrieved by each den.
- Line up by den around the flagpole or designated “start” area.

Check-out (General)

- After Closing ceremonies at the flagpole, Scouts should return to their Den flags and gather their belongings.
- Pack adults should assist staff to ensure that each Scout is signed out by a parent or other designated adult.
- There should be two Pack adults per pack present until the last Scout in their Pack is picked up by their parent or other adult.
- When all the Scouts have been picked up, the registration check-out sheet needs to be returned to registration.
- If a Scout needs to leave camp early, a parent will need to sign them out at registration or with the Day Camp Director.

Day Camp Dens

Day Camp Dens are made up of 8-12 Scouts of the same rank. These dens might not be made up of Scouts entirely from your Pack. Given the number of Scouts that attend, it is necessary to mix Scouts from different Packs. This is a great opportunity for your Scouts to make new friends so please encourage them to include Scouts from other Packs in their games and activities. As you continue in Scouting, you will see these Scouts at other events and continue to build these friendships. Remember a Scout is.... Friendly..... Kind..... Courteous..... Helpful.....

Trading Post:

Our trading post hours will be 11:30 – 3:30. We will have snacks & drinks available. Please do not send large amounts of money with your scouts. \$5 per day will usually suffice. There may be a couple of items ranging in the \$6 - \$8 range.

Lost & Found:

Each Day Camp will maintain a lost and found. If your Scout loses something at camp, please check with the Directors to see if someone has turned in the item. If you happen to find something at camp, please turn it into the Directors to be placed in the lost and found. All lost and found items that remain after camp will be taken to the council office. If not claimed within a month of the last Day Camp, Council will dispose of the items.

Scout Buddy Care (aka Tot Lot) – Available for Staff Children only

Tot Lot will be offered at:

Pelican Day Camp ONLY

Tot Lot is only available to Den Walker parents (on the day they are in camp) or Volunteer Staff working Day Camp. It is available for potty trained, non-registered children. The children in Tot Lot will be able to participate in most of the camp activities, but not all (i.e. shooting sports may not be available based on their age). If a child is of an age that they are eligible to register for Scouts, we highly recommend that the parents register that child so that they may fully participate in Day Camp. If a child is older than 11, we recommend they volunteer to work as staff at Day Camp rather than stay in Tot Lot.

Pre-Camp Parent Orientation Meeting

The pre-camp parent orientation meeting is a **MANDATORY** meeting for parents of attending Scouts. At this meeting, you will:

- Receive specific information about your camp including check-in times, registration procedures, what to bring/not to bring, etc.
- Turn in your Annual Health and Medical Forms
- Find out your Scouts den assignments
- Pick up your Scouts Day Camp T-shirt
- Be able to ask any last-minute questions of your Day Camp Directors in advance of camp.

Camp Activities

Activity Sessions

Camp staff have put in an immense amount of time and effort to provide you and your Scouts with an enjoyable experience and worthy activities. Please be supportive and on time at each session. Please be aware that some sessions are run by youth and young adults, including Scouts BSA/Venturers/Explorer Scouts/Sea Scouts. They do not have the life experiences that adults have. Help them keep the scouts in line but allow the youth to run the sessions as it is helping them build leadership skills. Please remember that we all began working on our leadership skills before we became leaders. Do Not Take Over but instead, help them to succeed. On the other hand, if you observe a dangerous or potentially dangerous situation, please step forward and intervene then notify the Camp Director.

Den Skits and Chants

During downtime or travel time (movement between activities), try to work on a chant specific to your den name (i.e. White Bears, Yellow Webelos, or Blue Wolves) with all the scouts in your Day Camp dens.

If your Den would like to perform a skit at one of our closing programs, they need to speak with the Camp Director and get approval for the skit they wish to perform. Remember, all skits must be in keeping with BSA guidelines and may not include examples of violence, bullying, discrimination, etc.

And last, but not least, remember to have a fun week at camp!

Camp Director Contact Information

Should you have any questions before the start of camp, please feel free to contact the Directors for your specific Day Camp. We will be happy to answer your questions. All issues with online registration should be directed to the SELA Council offices.

Bayou District

Tia Lopez selacubcamping@gmail.com 985-414-3459

Claire Western ifw010@yahoo.com 850-776-1169

Cypress District

Hallie Stoltz Hallie.stolz@gmail.com 504-864-3704

Rebeka Goulas rebeka.goulas@gmail.com 985-507-7260

Pelican District

Althea Vallotton	kayaker73@aol.com	504-329-5099
Charlene Saravia	ditsymama@gmail.com	504-723-3690

Conclusion

It is the goal of our Staff and Volunteers to ensure that your Scouts have fun during Day Camp. Our volunteers have put countless hours into the planning and execution of the camp. It is our goal that the joy and excitement with Cub Scout Day Camp propel them towards an exciting adventure in Scouting for many years to come.

If you have any suggestions for improvements or wish to help with the planning of next year's camp, please contact the Camp Director. A participant survey will be available at camp. Please take a few minutes and fill it out so that we have feedback to help us make improvements to next year's camp program.

Thank you again for your participation in our council Day Camps.