# Table of Contents

<table>
<thead>
<tr>
<th>Page</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Letter form Camp Management</td>
</tr>
<tr>
<td>4</td>
<td>Camp map</td>
</tr>
<tr>
<td>5</td>
<td>Camp Contact Information</td>
</tr>
<tr>
<td></td>
<td>Who May Attend Webelos Camp</td>
</tr>
<tr>
<td>6</td>
<td>Unit Registration Fees</td>
</tr>
<tr>
<td></td>
<td>What to Bring to Camp</td>
</tr>
<tr>
<td>7</td>
<td>Webelos Packing List</td>
</tr>
<tr>
<td></td>
<td>Unit Arrival &amp; Check-In</td>
</tr>
<tr>
<td>8</td>
<td>Program Schedule</td>
</tr>
<tr>
<td>9</td>
<td>Activities for Webelos Scouts</td>
</tr>
<tr>
<td></td>
<td>Aquanaut – Art Explosion</td>
</tr>
<tr>
<td></td>
<td>Webelos Walkabout – Other Activities</td>
</tr>
<tr>
<td>10</td>
<td>Program Areas at Camp Napowan</td>
</tr>
<tr>
<td>11</td>
<td>What Else at Camp Napowan</td>
</tr>
<tr>
<td></td>
<td>Trading Post – Fire-bowl – Cracker Barrel</td>
</tr>
<tr>
<td>12</td>
<td>Food Service</td>
</tr>
<tr>
<td></td>
<td>Check-Out Procedures</td>
</tr>
<tr>
<td>13</td>
<td>Medical Information</td>
</tr>
<tr>
<td>14</td>
<td>Camp Policies &amp; Procedures</td>
</tr>
<tr>
<td>15</td>
<td>Camp Policies &amp; Procedures</td>
</tr>
<tr>
<td>16</td>
<td>Camp Policies &amp; Procedures</td>
</tr>
<tr>
<td>17</td>
<td>Camp Policies &amp; Procedures</td>
</tr>
</tbody>
</table>
Letter from the Camp Administration

Dear Den Leaders, Cubmasters, and Parents,

Thank you for selecting Camp Napowan as your summer destination for Webelos fun and adventure! Our staff is excited to make the experience a once in a lifetime event for you and your Webelos. Here at the Napowan and the Pathway to Adventure Council, we are committed to providing the absolute best in adventures and good old-fashioned Webelos fun. We have selected the best team in the area to provide this experience and if there is anything we can do to make your stay here at the Camp Napowan any better, please ask. Our team is ready to serve you!

Before you begin your Den’s adventure at the Camp Napowan, we have some information for you. Enclosed in this Leader’s Guide, please find information regarding programs for your Scouts as well as vital health, safety, and financial information. While this guide is current and accurate at the time of publication, some things do change as we perfect and update our planning. For the most up-to-date information, visit our webpage, www.pathwaytoadventure.com/camping/CubScouts/Nap_Webelos/. Schedules, registration and other timely information will be posted on our website when available. For further information about our beautiful Camp Napowan, please visit Napowan.org. There, you can find more detailed information about our program areas, as well as the Scouts BSA summer camp offerings.

Online resources, including all forms, registration, and schedules will be located on our website, http://pathwaytoadventure.com/camping/CubScouts/Nap_Webelos/ once finalized. Notification will be sent to each registration contact via e-mail when important information is posted and/or revised.

This may well be the adventure of a lifetime for you and your Webelos Scout, and we are excited to have you experience all of the fun and scouting activities we have planned! If there is anything we can do to help you have a better experience at camp, please do not hesitate to contact us. We are here to help!

Welcome to the summer of a lifetime!

Yours in the Great Outdoor Adventure,

Roger Frese          Levi Keller
Camp Director       Camp Program Director
roger_frese@yahoo.com  Redkeller92@gmail.com

Pathway to Adventure Council
617 E. Golf Rd.
Arlington Heights, IL, 60005

Boy Scouts of America
Pathway to Adventure Council
WHO MAY ATTEND WEBELOS CAMP?
Webelos Camp is open to first and second year Webelos Scouts who will be in either 4th or 5th grade during the 2020-2021 school year. Webelos Camp is not intended for incoming 6th graders, who should attend Scouts BSA summer camp with their troop.

Adult supervision is absolutely required. Cub Scout dens must provide a minimum of two BSA registered adult leaders and maintain a ratio of 1:4 (adults to Webelos Scouts). Any den with female Webelos Scouts present must have a female registered leader age 21 or older present at camp. Webelos who do not attend Webelos Camp with their den must be accompanied by a parent or a parent-approved adult.

A Scouts BSA Den Chief may serve as a Den Chief during Webelos Camp provided they:
● Attend for the purpose of providing assistance and leadership;
● Are a role model
● Demonstrate the Scout Spirit

Any questions about qualifying to attend Webelos Camp may be directed to Levi Keller Redkeller92@gmail.com.
UNIT REGISTRATION & FEES

Registration
You can register starting Jan. 1, 2020, at our website: pathwaytoadventure.com/camping/Cub Scouts/Nap_Webelos/

When you register, your registration contact person will be added to a contact list, so that any updates and notifications will go directly to them. **ALL PAYMENTS MUST BE MADE IN FULL BEFORE ARRIVING TO CAMP. AVOID LATE FEES BY PAYING IN FULL BY JUNE 1.**

Campership Applications
Pathway to Adventure Council is committed to providing opportunities for all PTAC Scouts to attend a PTAC summer camp. Through the generosity of donors, camperships are available and distributed on a financial need basis. Please visit www.pathwaytoadventure.com/camperships for details and the campership application.

Camp Cash
Popcorn sales are a great opportunity for Scouts to earn money for summer camp. Camp Cash earned from popcorn sales in the 2019/2020 popcorn sale season can be used for 2020 PTAC summer camping activities. Camp Cash codes are issued to unit leaders and are specific to an individual scout. Camp Cash will be automatically applied to your camp balance once your Camp Cash code has been entered. For more information on Camp Cash, please contact the Camping Help desk.

Refunds
Individual scout/leader refunds will be issued on the following timeline:
- 30 or more days before event: 100%, less a 15% admin fee
- 15-29 days prior to the event: 50%
- 14 or less days prior to the event: 0%
Refund requests must be made in writing to ptac.camping@scouting.org

WHAT TO Bring TO CAMP

Personal Gear
A list of suggested personal gear to bring to camp can be found on the following page. It is also available on our website.

Tents
**IMPORTANT:** Each unit is expected to provide their own tents. Each tent the unit provides must meet the minimum standard of 30 square feet of floor space per camper. Personal tents must also clearly be marked with “NO FLAMES IN TENTS” signage. Extra “NO FLAMES IN TENTS” signs can be picked up at the Main Office at Camp Napowan after check-in.

Suggested Unit-Provide
- First Aid Kit and unit medical log
- US & Pack Flag
- Lanterns
- Lockable medication storage
- Tarps/Dining Flies

Equipment Provided in Each Campsite
- Picnic Table
- Latrine (toilet)
- Bulletin Board
- Drinking water access
- Fire pit

Prohibited Items
Units should exercise good judgement regarding items to leave at home. The Guide to Safe Scouting is also an appropriate resource. Prohibited items include, but are not limited to:
- Personal Firearms
- Ammunition
- Bows/Arrows
- Fireworks
- Alcohol
- Illegal drugs on any kind
- Pets
- Boats
- Items prohibited by the individual unit
- Items prohibited by the BSA
Camp Napowan Webelos Camp

Suggested Packing List—Personal Gear
The Webelos Scout Handbook is an excellent resource for Scouts to use in preparation for summer camp

Scouting Specific:
- Class A Uniform
- Scout appropriate T-Shirts
- Cub Scout Handbook
- Clothes
- Other Scout like T-Shirts
- Long Sleeve Shirt
- Shorts
- Pants
- Socks (3 or 4 pairs extra)
- Underwear (3 or 4 extra pairs)
- Pajamas

Sweatshirt/Jacket
- Swimsuit
- Rain Gear (poncho, rain jacket or suit)
- Rain Boots
- Hiking boots
- Extra pair of shoes (No open toed type)
- Hat
- Overnight Specific
- Sleeping Bag
- Sleeping pad
- Pillows
- Extra Blanket

Camp Specific
- Water Bottle (put your name on it)
- Pocket knife/Whittin’ Chip card
- Watch (optional)
- Insect Repellent (No personal cans)
- Sunscreen
- Toiletries
- Camera (optional)
- Fishing Pole (optional)
- Personal First Aid Kit

***Label each of the items with your Scout’s name and unit number***
Visit our BSA Scout Shops for all your uniform and camping supply needs.

UNIT ARRIVAL AND CHECK-IN

Check-in will be at 1 p.m. on Sunday, June 28. Webelos will go to the Dining Pavilion and check in with a Camp Napowan administrator.

Check-In Procedures for Unit Leaders/Parents
Unit Leaders/Parents will check in with the camp leadership to:
1 - Confirm accurate attendance of all participants (youth and adults)
2 - Submit all required paperwork and forms (listed next)
3 - Review unit’s previously submitted “dietary” needs.

Necessary paperwork for “check-in”
1 – Completed BSA Medical form including Part A & B for each adult and youth participant.
2 – Roster of youth & adults (if attending as a Den)
3 – Proof of unit insurance (required for non-PTAC units (if attending as a Den)

After Check-in:
After your unit has been checked in, you will meet your Camp Napowan Ambassador. The Ambassador is there to help guide you and your Scouts through this first day Camp Napowan experience! After the official check-in at the “Dining Pavilion” is completed your Ambassador will take you to next important stops of your first day orientation:
1 - Swim checks at the Aquatics Area.
2 - A brief BB gun talk at Shooting Sports.
3 - A hike to your campsite to begin the site set-up process.
4 - Your “medical rechecks” will take place in your campsite with a trained medical checker who will go over all health-related questions individually.

Note:
* Please make sure you and your scout either or have easy access to your swimsuits when you arrive at Camp Napowan. The Swim Checks will occur shortly after. The Dining Pavilion has individual bathrooms for changing needs.
<table>
<thead>
<tr>
<th>Time</th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
<th>Day 4</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Sunday 28 June</td>
<td>Monday 29 June</td>
<td>Tuesday 30 June</td>
<td>Wednesday 1 July</td>
</tr>
<tr>
<td>7:30 am</td>
<td>Morning Flags</td>
<td>Breakfast</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:00 am</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:30 am</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:00 am</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:30 am</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:00 am</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:30 am</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11:00 am</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11:30 am</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 - Noon</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12:30 pm</td>
<td>Staff Lunch</td>
<td>Lunch</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:00 pm</td>
<td>Check-In Opens</td>
<td>Rest Time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:30 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2:30 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3:30 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4:30 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5:30 pm</td>
<td>First Day Orientation</td>
<td>Afternoon Program Areas</td>
<td>Rest Time Flags @ 5:45 pm</td>
<td>Check-Out Process</td>
</tr>
<tr>
<td>6:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6:30 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7:00 pm</td>
<td>Dinner @ Dining Pavilion (Sunday Only)</td>
<td></td>
<td></td>
<td>Departures</td>
</tr>
<tr>
<td>7:30 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:30 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:30 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:45 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Morning & Afternoon Program times are for Scouts and their Leaders to the time to work on the “Webelos Adventure” activities under the guidance of the camp staff, along with other activities including archery, BB guns, and other scout type activities.

The Evening Program for the Webelos Scouts is under construction at this time and will be posted for each unit later. The schedule will be announced during Flags each evening as a reminder.
ACTIVITIES FOR WEBELOS SCOUTS

At Camp Napowan, your day will be spent having fun while learning valuable Scout skills, including earning Webelos Adventures! Each of these programs will be during either the Morning or Afternoon Program dedicated time.

**Aquanaut Swimming:** During the Afternoon Program time, your Webelos scout will be able to earn the Aquanaut Adventure! With trained lifeguards and experienced scouters, your scout will have a blast jumping into one of our two beautiful lakes that surround Camp Napowan!

**Boating:** We also have a second lake that is dedicated to Boating! If your Webelos Scout passes the BSA swimmer test, they will have the opportunity to take out canoes and paddle around in a new way to enjoy the water!

**Art Explosion Verona:** The first stop on our Art Explosion Adventure will be to the fine arts area of Verona! Scouts will paint and draw self-portraits and landscape designs while learning about new mediums! They will also have a chance to view our scout-produced art gallery!

**Flintlock:** Scouts will then travel back in time to our 1870s village of Flintlock! They will have the opportunity to explore the vintage pioneer village, while doing scout crafts, including working with clay and sculpture materials!

**Webelos Walkabout:**
Starting at the coolest area on camp, Napowan’s Nature area, Webelos will complete their Webelos Walkabout. They will plan out and design an outdoor hike of at least 3 miles. Along the way, we will discover different animals, insects, and plants!

**Other Activities**

**Shooting Sports:** Trained Shooting Sports staff will take you through the safety and rules, while also teaching them about the importance of firearm safety. Then Scouts will have the opportunity to nock arrows and let them fly or shoot BB guns at our BB range!

**Fishing:** Grab a pole and some bait and head to our fishing dock to cast out a line! With a Fishing merit badge counselor, who knows the best places to fish, Webelos can sit back, relax, and have a blast catching a great variety of fish in our beautiful lake!
Aquatics
Camp Napowan is surrounded between two beautiful lakes, both of which offer plenty of aquatics-based fun! On our swimming lake, Big Hills Lake, you can try the BSA Swimmer Test, and learn from trained lifeguards the ins-and outs of swimming! Or you can cool off during our Open Swim time! Jump right in to the lake and have a great time! Our second lake, Lake Napowan, is dedicated to boating! After passing the BSA Swimmer Test, grab a paddle and canoe out onto the lake! As you explore a different way to enjoy the water, test your skills at canoeing!

Eagle Oasis
Designed for first-year Scouts BSA on their way to First Class, Eagle Oasis has a wide array of rank-advancement requirements for scouts to earn! While implementing the requirements needed for scouts to earn First Class, scouts will be immersed with fun activities that help them along their journey to Eagle Scout!

Sherwood
It doesn’t get more scout-based than this! From cooking to camping to earning your Totin’ Chip and Firem’n Chit, this area specializes in BSA-based activities! Nestled in the forest of Camp Napowan, Sherwood helps scouts excel at their skills and crafts as they learn valuable scouting skills!

Skynet
Enter the future. Skynet, Camp Napowan’s STEM Lab, opens up worlds of possibilities for scouts! While gaining insightful knowledge of advancements in modern technology, scouts are able to learn in a hands-on environment. Robotics and Digital Technology merit badges are designed to stimulate the mind and bring excitement into this growing field.

Flintlock
Take a step back in time to our vintage pioneer village, set in the 1870s! Flintlock offers the best in scout crafts! From leatherwork to wood carving to graphic arts, scouts will also have plenty to choose from! And at the center of it, is one of two only working forges on a BSA camp (the other in Philmont). The blacksmith forge offers scouts a unique perspective on times and ways of living in the pioneer day and age.

Nature
The coolest place on camp! Located at the top of a hill overlooking the shimmering lake, Nature takes scouts through the majestic forestry of Camp Napowan! With a variety of plant life, animals, and insects to discover, Nature brings the joy of the outdoors to the scouts. Nature also reaches for the stars with astronomy-based activities at night!
PROGRAM AREAS AT CAMP NAPOWAN

We hope your Webelos Scout returns to Napowan after he/she joins a Scouts BSA Troop! Here you will find a brief breakdown the areas at Camp Napowan that are offered to our Scouts BSA troops! A more detailed description can be found at napowan.org!

Shooting Sports

Our Shooting Sports area tailors to your personal preference in firearms! Archery, Rifle, and Shotgun merit badges are earned here, under the tutelage of trained safety officers and merit badge counselors! In addition to the merit badges, Shooting Sports also expanded to include the Pistol & Marksmanship Program and Cowboy Action!

Verona

Aptly named after the town setting of William Shakespeare’s Romeo & Juliet, Verona redefines the fine arts. Test your artistic inhibitions as you explore different mediums of art—painting, drawing, sketching, pastels. Dance to your own beat with our impressive catalogue of music, which helps scouts gain a greater appreciation of music while taking the merit badge. In addition, Verona also specializes as the communication hotspot—Communications and Public Speaking merit badges help bring a voice to scouts while teaching them the art of the spoken word!

WHAT ELSE IS AVAILABLE AT CAMP NAPOWAN?

Camp Napowan has more than just merit badge work available for scouts! As part of our well-rounded approach to guidance in the Scouting journey, we have a camp full of different areas for Scouts to explore!

Trading Post

Camp Napowan’s fully stocked Trading Post is a Scout favorite to visit! Whether they are looking for a refreshing beverage, a great souvenir of their time at Napowan, or camping equipment, every Scout that comes through gets the best service. We recommend, if you want your Webelos to purchase anything, to send them with about $20—$30 to spend. Camp Napowan also accepts credit cards and Apple Pay!

Fire bowl & Cracker Barrel

On Sunday night, the Camp Napowan staff puts on an amazing Fire bowl – complete with skits, songs, and other performances! Webelos Scouts will get a glimpse into how crazy and exciting the staff really are as they enjoy this great welcoming celebration!

On Tuesday night, there will be a Cracker Barrel in the Old Dining Hall to bid farewell and celebrate an awesome end-of-Webelos Camp experience! Celebrate the fun and joy you had throughout the week with your favorite staff members, as they entertain you during our Cracker Barrel!
FOOD SERVICE

Camp Napowan’s Webelos Camp offers the best in food service and the best camping dining experience for Scouts! Members of Webelos Camp will eat our Dining Pavilion with Scouts BSA troops and an enthusiastic staff! Breakfast and Dinner take place immediately after flag ceremonies and messages in our Parade Field. Because of this, the Cub Scout Class A is encouraged for those meals. At Lunchtime, all of camp meets directly at the Dining Pavilion (with the exception of Monday, which is detailed in Policies & Procedures). For Lunch, Scouts may wear their Class B or any Scout-appropriate shirt!

Menu

Camp Napowan’s menu is designed by a licensed dietician and is intended to meet the dietary requirements of active scouts and leaders. The menu will be available on our website. Menu changes can occur during the summer, when required.

Allergies and Dietary Needs

Any special food needs or requests must be submitted in advance of your stay camp using the Camp Napowan Dietary Needs form. It is unreasonable to arrive at camp and expect to be accommodated without pre-camp communication of dietary needs. We are happy to accommodate medical and religious dietary needs, as well as vegetarian/vegan. We cannot accommodate dietary preferences (substitutions based on likes/dislikes). Some campers with dietary needs and preferences find it easier to supplement meals by providing their own food, which they bring to camp. We’re happy to provide storage for required supplemental foods.

While we attempt to accommodate dietary needs, extreme situations or specialty items may incur additional cost. In these situations, the cost would be passed along to the unit or family. All questions regarding dietary needs should be directed to our food service provider. Contact information and the dietary request form can be found on our website.

Staple Items

Although the meal provided should be adequate, supplemental food is available. This includes: Milk at Breakfast and Dinner; Cereal station at breakfast; Salad bar at lunch and dinner.

Meal Prep and Cleanup

Camp Napowan’s mealtime prep and cleanup works with what we call “hoppers”. Each unit requires two(2) “hoppers” and one (1) adult to oversee the mealtime responsibilities until released by the “dining pavilion manager”. Hoppers are designated scouts from units who arrive at the Dining Pavilion 15 minutes before the meal. They are responsible for setting the table (utensils and plates and cups) as well as cleanup. This does not mean cleaning up after everyone else. The individual scout and leader are responsible for bringing their utensils, cups, and plates to the dishwashing stations located at the front. Hoppers then sweep and wipe down the table with cleaning supplies provided.

Staff at Mealtimes

Our energetic and enthusiastic staff sit with units during mealtimes. While some staff help serve the food, most of the staff will be at tables for the duration of the meal. If you have a unit of less than 10 people, you still need to set your table for the maximum 10. That gives the staff areas to sit and engage with your unit.

CHECK-OUT PROCEDURES

When your pack is ready to check-out on Wednesday, either your unit’s ambassador or a member of the Administration will be at your campsite. There, they will check on a few things, such as:

1. Cleanliness of latrine
2. Damage to any camp property
3. State of equipment provided (bulletin board, rake, shovel, hose, etc.)
4. Pick-up and disposal of trash
5. Any last or forgotten items

From there, the unit will go to the Main Office for the official checkout. Medical Logs will be required to be turned in at this time. Scouts can check the lost and found and stop at the Trading Post while unit leaders go through a simple check-out process in the Main Office, including receiving all evaluations and making sure all payments are paid.

Once the unit is officially checked out, they can depart camp with all vehicles and trailers.
MEDICAL INFORMATION

BSA Medical Form
All participants (youth and adult) at Webelos Summer Camps must submit a completed BSA Medical Form upon arrival at camp. BSA Medical Form parts A and B must be complete and current (no more than 12 months prior to your stay at camp).

BSA Medical Form Parts A and B are to be completed and signed annually by parent or guardian (or participant if over 18 years old). This includes health history, informed consent, talent release, and hold harmless/release agreement.

Medical Records and Retention Policy
The State of Wisconsin requires that the camp retain a copy of the BSA Medical Form for each camper for up to three years after attending camp. Campers are required to submit a copy of the medical form during check-in. This medical form will not be returned to the unit.

Medical Recheck Policy
The State of Wisconsin requires that every camper (youth and adult) undergo a medical screening as part of the check-in process. This will be done during campsite set-up. Campers who arrive late must report to the camp office to complete a medical screening upon arrival.

Medication at Camp Administration Policy
The administration of medicine is the responsibility of the individual prescribed the medication, or that individual’s parent or guardian. A unit leader can agree to accept responsibility to administer medication to a scout, but the BSA does not mandate or require a unit leader to do so.

Medication Administration Record
The State of Wisconsin requires that a record of medication administration is utilized by each unit, including prescription and over-the-counter medication. The log form will be provided for each unit, but unit leadership is expected to utilize and maintain this log. Wisconsin also requires that the camp medical staff have access to this medication log information throughout a unit’s stay at camp.

Medication Storage
Each unit is required to provide secure storage for all medication. Camp staff will not store or administer medication to scout campers or adults. We recommend a locked storage box, or a securely locked vehicle, where only the unit leader who administers the medication can access.

CAMP POLICIES & PROCEDURES
(Listed Alphabetically)

Alcohol, Illegal Drugs, Smoking
The consumption, possession or being under the influence of alcohol or illegal drugs at camp or while participating in the program of Camp Napowan is explicitly prohibited. Where violation of this policy occurs, local, state, and federal laws will be enforced and appropriate law enforcement agencies will be notified. There is no exception to policy. ZERO TOLERANCE IS THE POLICY.

Those who are of the legal age and choose to smoke are asked to follow the guideline of Smoke as if no one knows you smoke.

That means you cannot smoke in program areas, on trails, or in dining facilities. Parking lots near the campsites are acceptable, as long as it is not in view of scouts. Camp Napowan also asks that you adhere to the Leave No Trace principles, and deposit trash (i.e., cigarette butts) appropriately.

Buddy System
Camp Napowan expects the utilization of the Buddy System at all times.

Camper Discipline
Proper behavior is the responsibility of the unit leadership. If the unit needs help, they should consult the Commissioners, Camp Director, or Chief-of-Staff. Vandalism or injury to others will not be tolerated. The police of the Boy Scouts of America and Camp Napowan is that No staff member, leader or other camper shall subject a Scout to punishment by depriving food, imposing isolation, verbal and mental harassment or hazing will not be tolerated, or the subjection of corporal punishment or abusive physical exercise as a means of punishment.
CAMP POLICIES & PROCEDURES

Camper Security
Any person without proper identification (camper wristband, visitor tag) should be reported to the camp office. Trespassers will be escorted off camp property and the authorities will be notified.

- **Wristbands:** Each registered camper (youth and adult) will be issued a wristband (or similar item) that they must wear at all times. Campers will not be permitted to access activities without the wristband. Replacement bands will be available in the Main Office.

- **Staff Identification:** Camp Napowan staff members wear the green Venture shirts, and are recognizable by such. Other than the Aquatics staff (who wear swimsuits in their area) and Flintlock staff (who wear period-appropriate clothing), all staff will be in green venture shirts or Camp Napowan and BSA licensed shirts.

- **Visitors:** Visitors must check-in and check-out at the Main Office. Visitors are issued a visitor name tag, identifying them as such, and the name tag must be returned upon checking out.

Check-In/Check-Out
If a leader leaves camp at any point of the week, they must sign in and out at the Main Office. If a leader or visitor needs to take Scouts off camp property, a form must be filled out at the office and the adult’s driver’s license will be copied.

Scouts who are leaving camp early for any reason, must have an Early Scout Release Form filled out and signed by their unit leader. Whomever picks up the Scout will have to check in at the Main Office so that they can have their driver’s license copied and inputted into our system. A copy of the Early Scout Release Form can be found at PathwaytoAdventure.org, under Camp Napowan Camping Resources.

Closed-Toe Shoes
Closed-toe shoes are MANDATORY at Camp Napowan. The only exception is at the beach and in the showers.

Curfew
Webelos Scouts must be in their campsites by 9:00 p.m. Exceptions to this rule are limited to approved camp programs and emergency or medical situations.

Child Abuse Reporting
It is mandatory that any staff or adult leader/volunteer report any suspected or actual child abuse or neglect immediately. Suspected or actual abuse or neglect should be reported to the camp director or chief-of-staff who will then contact local authorities, such as the police and/or Department of Social Services.

Damage to Camp Property
Camp Napowan will assess the cost of repair to a unit for any equipment damaged during their stay. Fines shall be paid prior to leaving camp. Upon arrival at the campsite, adult leadership should inspect their campsite with their assigned staff member.

Dogs and Other Pets
Pets are not allowed on Camp Napowan property.

Firearms, Ammunition, Fireworks, Bows and Arrows
No firearms, ammunition, fireworks, bows, or arrows of any kind may be kept in the possession of any camper or unit. If you wish to bring firearms, ammunition, or bows and arrows to camp, you must have explicit approval by the Camp Director or Chief-of-Staff prior to arrival. These items will be kept on our shooting ranges, locked in an area accessible only by Camp Napowan administration and the Shooting Sports director.

Fires and Open Flames
Fires are only permitted in designated fire rings provided in the campsite and program areas. Propane and white gas lanterns are only allowed 15 feet from tents. Absolutely no flames are permitted in tents, including mosquito coils, candles, or stoves. All tents must have “NO OPEN FLAMES IN TENTS” signs posted to be seen clearly from the outside of the tent. Signs can be picked up at the Main Office.

Fuel
White Gas and Propane Devices must be filled by adults and used under knowledgeable adult supervision. All flammable supplies in excess of immediate usage are to be stored by the Ranger or Ranger Staff.
CAMP POLICIES & PROCEDURES

Harassment and Bullying Policy
Pathway to Adventure Council and the BSA do not tolerate harassment of any kind towards our youth members, adult volunteers, employees, members of the public, or suppliers. Any form of harassment that violates federal, state, or local law is a violation of this policy. This includes, but is not limited to, race, religion, creed, color, sex, gender, sexual orientation, national origin, ancestry, citizenship status, uniformed service member status, marital status, pregnancy, age, medical condition, physical or emotional disability, or status with regard to public assistance.

- Definition
  The term “harassment and bullying” includes slurs and any other offensive remarks, jokes, and other verbal, graphic, or physical conduct that denigrates or shows hostility or aversion to an individual because of any of these characteristics, and that has a purpose or effect of creating an intimidating, hostile, or offensive environment, or of unreasonable interfering with an individual’s Scouting participation. One type of harassment that is prohibited by this policy is sexual harassment, which includes unwelcome advances, requests for sexual favors, or another offensive verbal, visual, or physical conduct.

- Complaint Procedure
  If you believe that you have been harassed, or you become aware of an incident of harassment of someone else which affects Scouting in any way, you are responsible for reporting the incident immediately to the Camp Director, Reservation Director, or Scout Executive. An accusation of harassment will be investigated quickly and firmly, and in connection with legal counsel or another investigator, if appropriate. A substantiated violation of this policy will result in disciplinary action. Reporting harassment will not result in any form of retaliation.

Insurance
All campers at Camp Napowan must be registered with the Boy Scouts of America. Registered members of the Pathway to Adventure Council are automatically covered by the Council Accident and Insurance Plan. Out of Council units must provide their insurance policy number to the camp upon arrival.

Lost and Found
Items that are left behind or lost will be placed in our Lost and Found section just outside of the Main Office. If more valuable items are lost (cellphones, wallets, etc.) please check inside the office, where these items may be stored in a lock box with limited access. Our Office Administrator may ask for proof of items before returning items to you.

Quiet Hours
A Scout is Courteous. Campsite quiet hours are from 10:00 p.m. – 7:00 a.m. Unit leaders are expected to enforce this rule with their scouts and adults.

Security of Personal Possessions
The security of personal possessions at camp is the responsibility of the individual. Personal possessions such as stereos, TVs, etc. have no place in camp. It is virtually impossible to provide security in camp for valuables (watches, jewelry, or money). Please keep these items out of sight. Napowan cannot be responsible for the loss of personal possessions.

Swim Checks
Anyone planning to use the camp aquatics facilities (including boats, kayaks, and canoes) is required to take the aquatic swim check test conducted by the camp staff on the first day. This policy includes all youth, adults, and guests. Each person will be tested according to the standard BSA requirements as outlined below.

- Swimmer: Swim 100 yards as follows: 75 yards using side, breast, or crawl strokes and 25 yards using elementary back stroke and float for one minute.
- Beginner: Swim 50 feet.
- Learner: Anyone who cannot qualify for beginner or swimmer.

Beginners and learners can ask to be retested. Instruction is also offered. In all cases, the aquatics staff has the right and authority to disqualify an individual from use of the waterfront facilities. This is necessary to maintain health and safety standards.
Vehicles in Camp
No vehicles will be allowed on camp roads except camp vehicles while camp is in session. It is recognized that troops may encounter situations that dictate the need for motorized assistance. At these times, a member of the staff in a camp vehicle will assist your needs to the best of our abilities. Vehicles are prohibited from parking in ditches and on shoulders of all public roadways. Vehicles are prohibited from parking so as to obscure vision of traffic control signs and pedestrian traffic on driveways and from public roadways. All drivers must be at least 18 years old as per BSA policy.
The following rules will be enforced:
1. Vehicles are not permitted in campsites or on service roads except when loading or unloading. All vehicles must be parked in designated lots while the camp is in session.
2. Troop storage trailers may be allowed, but prior approval is required. Troop trailers must be of manageable size as viewed by the Ranger.
3. Hitchhiking by Scouts or leaders is prohibited.
4. Riding in the back of open trucks, or otherwise unlawful areas is prohibited.
5. All traffic signs must be obeyed. Please drive slowly and carefully.
6. Do not block any gates, service roads, or fire lanes.
7. Observe all posted handicapped and emergency vehicle reserved parking.

Youth Protection Policies
Current Youth Protection Training is required of all participants age 18 and above, and must provide documentation of current training. It is expected that unit leaders be familiar with, follow, and enforce BSA policies regarding Youth Protection. Any violation of Youth Protection Policies must be reported. Some relevant components of BSA Youth Protection are:

- **The Buddy System is Required**
  - Scouts should travel about camp with a buddy.

- **Two-Deep Leadership**
  - A minimum of two adults are required to attend camp for each unit.
  - The Scoutmaster in camp must be at least 21 years of age.
  - Adults staying 72 hours or more must be a registered member of Scouts BSA.

- **Privacy and Separate Facilities**
  - Adults and youth may not share a tent (unless it is a parent and their child).
  - Toilet and shower facilities usage are to be scheduled to allow youth and adults separate times and privacy. Camp Napowan’s shower facilities are either single stall with lockable doors or sectioned off according to adult or youth.

- **No One-On-One Contact**
  - Interactions between youth and adults must take place within plain sight of others. At no time may an adult be alone (one-on-one) with a scout, other than their own child.

- **Hazing and Bullying Are Prohibited**
  - Scouts BSA does not permit hazing of youth members. Bullying of any type (verbal, physical, online, etc.) are not permitted.