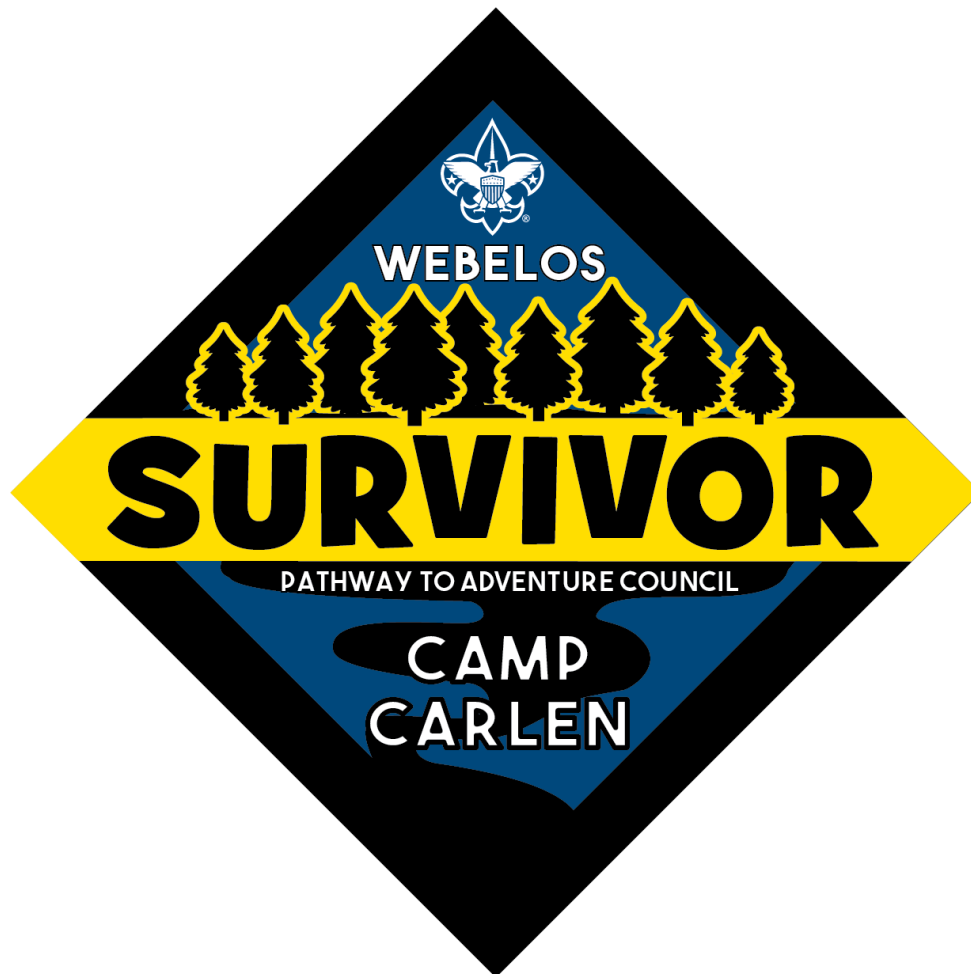




BOY SCOUTS OF AMERICA®
PATHWAY TO ADVENTURE COUNCIL

2017 OWASIPPE WEBELOS CAMP LEADER'S MANUAL



Dear Webelos Leader/Parent,

Welcome to Carlen Adventure Camp! The staff is eagerly preparing for your arrival. Please review the information included with this email and the attached Leader Manual prior to your arrival.

Check-in Procedures:

Plan to arrive at camp no earlier than 1pm and no later than 4pm. When you arrive at Owasippe Scout Reservation, please first check in at the Snack Bar/Trading Post (center building in Main Administration area). Here you will confirm your attendance, payment, and paperwork submission.

All youth participants must bring: [BSA Medical Form A and B](#)

All adult participants must bring: [BSA Medical Form A and B, BSA Youth Protection Training verification, Michigan Youth Protection reference form, and your state's background check form.](#)

Once check in is completed you will be able to continue on to Camp Carlen to set up your camp.

Swim Test

Per BSA requirements, aquatics activities are organized by swimming ability level. All participants, adult and youth, are required to pass a BSA Swimmer test to access all components of the aquatics activities. A swim test will be completed after arrival on your first day.

Tents

BSA wall tents are provided for all campers, or you can use your own tent. Canvas cots are provided for campers utilizing Owasippe tents.

Schedule/Activities

The first planned activity occurs after dinner on your first day of camp. Each day will include a variety of age-appropriate activities for Webelos. Adult participants are encouraged to assist Webelos with activities. Adults may participate in activities as space and time provides, but the primary goal of activities is for our Webelos to experience all aspects of camp. The final schedule activity is breakfast on your last day. Campers will check out after breakfast.

Food Service

All staff and participants will be provided with meals throughout their stay. The first meal served is dinner on your first day (Sunday or Wednesday, depending on your session), and the last meal served is breakfast on your last day (Wednesday or Saturday, depending on your session).

If you have any questions, please don't hesitate to contact the Owasippe Administration Center or me, your Carlen Camp Director. I look forward to meeting you and your Webelos soon!

Sincerely,

Tom McLean
Carlen Webelos Camp Director

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Getting to Camp

*Owasippe Scout Reservation
9900 Russell Road
Twin Lake, Michigan 49457*

From Chicago & Wisconsin:

I-94 to exit 34 in Michigan; I-96 north to Holland, north on U.S. 31 to Russell Road; turn right on Russell Road and go 7 miles to Reservation. Turn right on Owasippe Rd and follow signs to Camp Carlen Webelos Camp entrance on right.

From Michigan & West:

North on U.S. 31 to Russell Road; turn right on Russell Road and go 7 miles to Reservation. Turn right on Owasippe Rd and follow signs to Camp Carlen Webelos Camp entrance on right.

From Indianapolis & South:

I-69 to I-94; west to U.S. 131; north to Grand Rapids; I-96 to U.S. 31 at Muskegon; north on U.S. 31 to Russell Road; turn right on Russell Road and go 7 miles to Reservation. Turn right on Owasippe Rd and follow signs to Camp Carlen Webelos Camp entrance on right.

From Detroit:

I-96 west past Lansing and Grand Rapids to U.S. 31 at Muskegon; U.S. 31 north to Russell Road exit; turn right on Russell Road and go 7 miles to Reservation. Turn right on Owasippe Rd and follow signs to Camp Carlen Webelos Camp entrance on right.

From Southeast & East:

Any route north to Ohio Toll Road; west to I-69; I-69 North to I-94; I-94 west U.S. 131; U.S. 31 north to Russell Road exit; turn right on Russell Road and go 7 miles to Reservation. Turn right on Owasippe Rd and follow signs to Camp Carlen Webelos Camp entrance on right.

Location and Maps

<http://www.owasippeadventure.com/location>

<http://www.owasippeadventure.com/new-page-1>

Council Camping Contacts

Position	Name	Phone	Email or website
Camping Help Desk	Cathlynn Peters	312-421-8800 ext 300	PTAC.Camping@Scouting.org
Council Office	Pathway to Adventure	312-421-8800	www.pathwaytoadventure.org
Reservation Director	Anna Montes		mrspodb@sbcglobal.net
Reservation Prog. Director	Raymond Gawne		Scouter955@sbcglobal.net

Social Media

Pathway to Adventure Council has an active social media presence as well. Follow us on Twitter, Facebook, or Instagram for the latest in council news, camp news, pictures of our camps, and the exciting activities leading up to your stay with us. You can follow us at:

Facebook:

facebook.com/pathwaytoadventure
facebook.com/PTACOutdoorAdventure

Twitter: @pathwaybsa

Instagram: @ptacboyscouts

Also Visit CUBSCOUTCAMPING.ORG for the latest program information and resources to make preparing for camp easier for your Pack!

Who May Attend Webelos Camp?

Webelos Scouts

Webelos camp is open to first and second year Webelos Scouts who will be in 4th or 5th grade during the 2017-2018 school year.

Bringing friends to camp is a great way to introduce them to the excitement of the Scouting program. However, to attend Resident camps, a boy must be registered as a member of the BSA prior to the start of camp. Please feel free to bring all children to Reneker Family Camp! Families and children will enjoy the dynamic, inclusive experience that is Camp Reneker Family Camp.

Adult Leaders

Adult supervision is required – At least one adult must be of ages 21+, while all others may be 18 years or older. Cub Scout Packs must provide for at least a 1 to 5 ratio of adults to your members. Each unit is required to follow Youth Protection guidelines. This means each unit is required to have at least two (2) adults who are Youth Protection trained in camp with the unit at all times. If an adult leader must leave camp, the unit should arrange for another adult leader to take their place. A copy of each Adult's YPT Certificate **must** be brought to camp upon arrival.

A Boy Scout may serve as a Den Chief to his den during camp.

Why bring a den chief to camp? Den Chiefs:

- *Are... "a ready source of games, songs, skits, and skills, and he encourages the boys in their advancement" (Scouting magazine, October 2001)*
- Work with and provide individual help to your Scouts during camp.
- Can be a role model and demonstrate Scout Spirit.
- Only pays adult leader fees.

Visitors

Overnight Camp is a great place to see scouting in action, but as always safety is our top priority. District and unit Scouters, professionals, and prospective members and volunteers are welcome to visit, but all visitors to the camp should notify either the unit with whom they are visiting or the camp Director prior to arrival. Upon arrival, visitors will be required to check in at the Administration Center to sign in, pay for any meals they will be staying for, and receive a guest badge. Upon leaving, visitors will be required to sign out to make sure we have an accurate knowledge of who is on camp property in the case of an emergency. Visitors not following these rules will be asked to leave.

Reneker Family Camp

An Owasippe Adventure is available for all members of your Webelos Family. Staff led programs, organized by age group, are available for all family members over the age of four. You may reserve a cabin at Reneker for the week your Scout is at camp and have him join you before or after Webelos Camp. Each cabin comes with a full kitchen and two bedrooms. Washroom, shower, and laundry facilities are at a central shower house. Click below for more information.



Three generations of Reneker Family Campers

<http://www.owasippeadventure.com/blackhawk-1-1>

Camp Program & Schedule

Each session of Webelos Camp will be four days long from either Sunday to Wednesday or Wednesday to Saturday. **A total of 50 Scouts and 50 Leaders may register for each session.**

Session 1	Session 2	Session 3	Session 4
July 9 – 12	July 12 - 15	July 16 - 19	July 19 - 22

Registration

For all camps please go to CUBSCOUTCAMPING.ORG and click on the appropriate camp tab to select the camp you wish to register for to complete your registration. **ALL PAYMENTS MUST BE MADE IN FULL BEFORE ARRIVING AT CAMP.**

CAMP FEES & DUE DATES

Webelos Overnight Camp			
	<u>Non-refundable</u> deposit due by May 1st	Paid in full by June 1st*	Paid in full after June 1st
Scout/Sibling	\$5 (Paid at time of Reservation)	\$160	\$185
Adult		\$120	\$145

*ALL meals included with cost per camper

** **NOTE:** All Packs will have until May 1st to register with ONLY a \$5 Deposit due at time of reservation. It is important that all Packs take in to account registering by this date so that our staff can properly plan in the ordering of camp program supplies and providing you the best possible experience. After May 1st, the \$5 deposit no longer applies and all registrations will need to be paid in FULL by June 1st. After June 1st, any registrations not paid in full will be subject to the late registration fee.

Camperships

The Pathway to Adventure Council believes that no Scout should be denied the chance of attending camp because of financial restraints. A limited amount of financial assistance is available for Scouts whose families are experiencing hardships. Campership information and applications are available through the Camping section of the PTAC website: <http://www.pathwaytoadventure.org/campership>. Applications are due April 1st. If you should need more information, or need a form (provided upon request), please contact your local Scout Service Center.

Cancellations

Individuals or groups that cancel a program reservation 30 days prior to the date of the event will receive a refund of fees paid, less a 15% administrative charge. Cancellations made 30-15 days prior to an event will receive a 50% refund of fees paid. No refunds will be made after the 15 day cancellation deadline, unless there is a medical or other emergency. Please contact PTAC.Camping@scouting.org for all cancellation inquiries.

Health and Insurance

Boy Scouts of America Health forms **PARTS A & B ONLY** are required for **each** person in camp. You can find the health form attached as a PDF to our camp registration page, or here: under the heading "Are You Going to Camp?"

<http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx>

To ensure a safe and healthy camping experience, **all** persons attending a Camp session are required to have a current, completed **Annual Health and Medical Record** on file with the Camp. **NO ONE WILL BE ALLOWED TO ATTEND CAMP WITHOUT THIS SIGNED HEALTH HISTORY ON FILE.**

Shortly after arrival at camp, the health officer will perform a medical recheck. The forms must be turned in to the Health Officer at this time. These forms will not be returned, as state law requires we retain them for a specific period of time.

It is also imperative that the Camp Director and Health Officer be aware of any conditions which

might require attention or pose problems while at camp. Please ask the parent of each camper if there are medical concerns before camp and make a list of them.

Qualified medical personnel will be at camp each day of each session. This medical officer will handle minor scrapes and cuts and distribute medications. If any serious emergency arises, the camper will be taken to the local hospital for treatment.

Medications

National Camp Standards require the camp to store and administer all medications with the exception of those necessary for immediate relief (i.e., inhalers and epi pens). Medications must be in the original container with clear dosing instructions and in a bag with the Scout or adult's name and pack number. The camp health officer will complete records of medication disbursement. It is imperative that the health officer knows of all medications that are being administered at camp.

Camper Insurance

Each camper and leader is covered by medical insurance for injuries or most illness that happen while at camp or in transit to and from the camp. The Council carries a primary excess insurance policy that generally covers a reasonable, customary amount up to \$15,000 for Accident Medical Expense Benefits, up to \$7,500 for Sickness Medical Expense Benefits, up to \$5,000 for Dental Treatment and up to \$6,000 for Ambulance Service Benefits. Council provided insurance will pay the first \$300 toward medical treatment plus expenses not recoverable under any other insurance policy or service contract. Scouts **that are not part of the Pathway to Adventure Council** will be required to **have proof of insurance upon arrival at camp.**

**ALL INJURIES MUST BE REPORTED TO THE HEALTH OFFICER TO INSURE
PROPER DOCUMENTATION AND TREATMENT.**

Special Dietary Needs or Medical Accommodations

Efforts will be made to accommodate all campers with special needs. Special medical needs must be listed on the health form, and special dietary needs must be listed on the Dietary Needs Form as a part of registration for camp. The camp Director must be made aware of any special accommodations no less than two (2) weeks prior to the start of camp. If the camp is not notified at least two weeks in advance, we cannot guarantee the availability of accommodation.

CAMP POLICIES

In order to provide a safe and effective program, the Camp has established the following policies. Many of these policies are required by the National Council of the Boy Scouts of America and state and local regulations. As such, no exceptions can be made.

Camp Leadership: Packs must meet the following leadership requirements as established by the Boy Scouts of America.

1. Two adults are in attendance at camp at all times. One of these leaders must be at least 21 years old. The second leader must be at least 18 years old. All leaders must be registered with the BSA, have a current youth protection training certificate, and complete your state's CRC process and

- have a current letter from the state showing completion.
2. It is *required* that a Pack have a ratio of at least 1 leader for every 4 Cub Scouts.
 3. If an emergency situation should occur requiring the adult leadership to be away from camp for some period, the Camp Director shall be notified to determine what type of alternate arrangements may be required.

Security of Personal Possessions: The security of personal possessions at camp is the responsibility of the individual. Possessions such as stereos, TV's, 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. Camp cannot be responsible for the loss of personal possessions.

Alcohol and Illegal Drugs: The consumption, possession, and/or being under the influence of alcohol, or illegal drugs, at camp, or while participating in the camp program, is explicitly prohibited. If 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 this policy.

Discipline in Camp: Proper behavior is the responsibility of the pack leadership. If the pack needs help, they may consult the Camp Director. Vandalism or injury to others will not be tolerated. The policy of the Boy Scouts of America is:

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.

Damage to Camp Property: Camp will assess the cost of repair to a pack for any equipment damaged during their stay. Fines shall be paid prior to leaving camp. During any camp program, adult leadership should inspect the campsite upon arrival at the campsite and before leaving.

Vehicles in Camp: Camp roads are restricted to camp service vehicles and emergency vehicles only. **All vehicles must be parked in designated camp parking areas only.**

Trailers: Some packs choose to bring a trailer to carry all Pack and personal gear. This is completely acceptable and welcome if you prefer. However, vehicles must be kept in main the parking lot throughout the camping session. Special arrangements will be made with the camp director to facilitate any special needs.

Possession of Personal Firearms: Personal firearms of any kind (BB guns, rifles, shotguns, and archery equipment) are not allowed at Camp. As such, these should not be brought to camp. In the event that a firearm is brought to camp, it must be stored (under lock and key) with the Camp Director until the end of the session.

Fireworks: The possession or use of fireworks at Camp is strictly prohibited.

Out-of-Council Packs: If you are attending camp but are from outside the Pathway to Adventure Council, you must provide proof of filing a Tour Permit with your home council, as well as proof of insurance.

Entering and Leaving Camp: All campers (Adults and Youth) leaving camp for any reason must sign out at the camp office. Visitors must sign-in at the office and sign-out when leaving.

Early Scout Departure: If a Scout is leaving camp before the end of the camp session, notification of the departure must be given to the Camp Director in writing upon arrival at camp. Please use the included Early Release form found at the end of this guide to do so. When the Scout is to leave, he must be brought to the camp office by the pack leadership who will identify the adult with whom the Scout is leaving.

White Gas and Propane Devices: liquid fuel devices such as lanterns and stoves are not allowed. Propane devices are allowed.

Under no circumstances will OPEN FLAMES OR FIRES (including lanterns) be permitted in tents or screened dining flies.

Footwear: Closed toe shoes should be worn in camp at all times except when in a tent, showering, or swimming. This is for safety and to prevent contracting poison ivy. Heelys, Crocs, and sandals are not appropriate footwear while at camp.

Two-way Communication Devices use in Camp: We request that all two-way communication devices be registered with the office so that each pack is allocated a separate channel. We also ask that only adults use these devices. If these devices are not used properly, devices may be removed from the person using them at the discretion of the camp administration. This policy includes cell phones.

Uniforms: We encourage each pack to adopt an appropriate uniform for outdoor activities during the day at camp. We encourage each pack to police its own rules regarding the wearing of the uniform. Scouts and leaders should wear the Class A uniform at flag ceremonies, breakfast, dinner, and religious services.

Garbage: Upon check-in your campsite will be provided with 1 garbage bag. Every night of your stay a camp vehicle will pick up garbage around 10 PM and will be happy to dispose of any closed garbage bags left at the entrance of your campsite.

Pets: Pets are not allowed in camp.

Scout Early Release Request

Webelos Resident Camp

Pathway to Adventure Council, BSA

If a Scout is leaving camp before the end of the camp session, the parent/guardian must complete the Scout Release Request form and submit it to the Camp Director upon arrival in camp. This form must be completed even if the Scout is leaving with his parent. *This form should be used in handling all situations in which a Scout leaves camp property before the conclusion of the camp session.*

Camper's Information

Scout's Name _____ Pack # _____ Council _____

Scout's Home Address _____

City _____ State _____ Zip _____

Scout is to leave at: Date: _____ Time: _____

Reason for Early Departure: _____

Adult Information

Scout is to leave with: _____

Relationship: _____

Address _____

City _____ State _____ Zip _____

You will be required to supply proof of identification at the time of departure. If someone other than yourself will be picking up your son, please inform them of this requirement.

I give my permission for my son to leave Adventure Camp with the above named adult at the specified time. In signing this request, the Pathway to Adventure Council (PTAC) and parents/guardians mutually acknowledge that there will be no refund of camp fees unless deemed appropriate by the camping committee and only after a written request is made in a timely manner and in accordance with the PTAC cancellation policy; that the Council's health and accident insurance terminates with the Scout's departure from Adventure Camp; and that the BSA or its representatives shall not be liable for any loss or injury to the Scout's person or property.

Custodial Parent/Guardian Signature _____ Date _____

Address, _____ Phone _____

City _____ State _____ Zip _____

(Note: In an emergency, it may not be possible for a parent/guardian to sign the release. In this event, sufficient information must be recorded attesting to the telephone call or means of communication by which word has arrived asking for the release of the Scout.)

ONSITE RELEASE

Prior to leaving Adventure Camp, approval must be given by the Scout Leader and Camp Director.

A copy of the driver's identification must be made on the back of this form.

Scout Leader: _____ Date _____

Camp Director or Designee: _____ Date _____ Phone _____

Webelos Camp Packing List

Scout: _____

PERSONAL GEAR

- Scout Book
- Scout uniform (to be worn to camp and meals/flag ceremonies)
- 3 pairs of Pants/Shorts, Shirts, and Underwear
- 2 pairs of socks for each day
- Warm jacket
- Swim Trunks
- Pajamas or short pants for sleeping
- Hat
- Stocking hat for warmth at night
- Rain Gear (coat and pants)
- Sleeping Bag
- Sleeping Pad (if not using a cot)
- Pillow
- Flashlight (w/extra batteries)
- Canteen or Water Bottle
- Bug Spray
- Washcloth, Small Towel, Shower Shoes
- Shampoo/Body Wash
- Toothbrush and Toothpaste

OPTIONAL

- Tent (check with your leader)
- Laundry Bag
- Walking Stick
- Backpack
- Sunscreen
- Sunglasses
- First Aid Kit
- Watch
- Lantern (Extra Batteries)
- Mess Kit with Silverware

Do NOT Bring

- Snack food or drinks
- Electronics (cell phones strongly discouraged)
- Matches or other fire starting items