

Cub Scout Summer Camp



Unit Leader Guide
Revised 2022

Table of Contents

Welcome	3
Summer Camp Purpose.....	4
Purposes of Cub Scouting	4
Method of Cub Scouting	4-5
What is a Cub Scout?.....	6
The Buddy System.....	7
So You Have to Come to Camp, What's Next?.....	7
Trading Post Hours	8
Aquatics	9
Dining Hall Guidelines	10
Waiter Call	10
Summer Camp Emergency Procedures.....	11
Other Key Summer Camp Policies	12
Smoking	12
Knife Policy.....	12
Running.....	13
Play Structures.....	13
Homesickness	13
Youth Protection Guidelines	13-14
SUSPECTED CHILD ABUSE	15
Summer Camp – Dangerous Wildlife Policy	16
Medication Documentation	17
Schedule.....	17

W

elcome to Cub Scout Summer Camp! I first want to thank you very much for

attending camp in 2022, without you the Scouts wouldn't be able to attend and experience one of the quintessential Scouting qualities: Camp.

We have assembled an excellent staff that is ready to serve you and your Scouts in three simple pursuits: Fun, Advancement, and teaching and living Scouting's Values.

In order to achieve these three goals, we, you and the staff, will need to work together to put on this camp. We have established a fun program for the Scouts, and in order to carry it out this guide will let you know when to be where, what to do and not to do, and how to react to such things as a raccoon in your campsite (Did I tell you we had raccoons?)

If you get nothing else from this leaders guide, take these three important philosophies:

- 1) Scouting is 3/4 outing.
- 2) Scouting is about making better citizens
- 3) Scouting is nothing without the Scout.

Whenever I am having trouble making a decision about camp, I refer to these three ideals for guidance. I want everyone to have a great time at camp; if you have any questions after reading this, please reach out to me or the council office.

I know we will have a chance to talk throughout camp, and I look forward to that. Until then:

Yours in Scouting,

Brandon Hayes
Camp Director

Summer Camp Purpose

The number one goal or purpose of the Lincoln Heritage Council Cub Scout Summer Camp is to strengthen dens and packs by setting an example and providing an opportunity for Cub Scouts to experience a high quality outdoor program that supports the purposes of Scouting, to provide a safe camping experience with memories that will last a lifetime – a camp that is filled with adventure, excitement, challenges and fun, fun, fun and more fun at a pace that never seems to end.

Purposes of Cub Scouting

The Cub Scouting program has 10 purposes related to the overall mission of the Boy Scouts of America – to build character, learn citizenship, and develop personal fitness:

1. Character Development
2. Spiritual Growth
3. Good Citizenship
4. Sportsmanship and Fitness
5. Family Understanding
6. Respectful Relationships
7. Personal Achievement
8. Friendly Service
9. Fun and Adventure
10. Preparation for Boy Scouts

Every Scouting activity should help fulfill one of these purposes. When considering a new activity, ask which purpose or purposes it supports. Not everything in Scouting has to be serious – far from it! Silly songs, energetic games, and yummy snacks all have their place in the program.

Methods of Cub Scouting:

To accomplish its purposes and achieve the overall goals of building character, learning citizenship, and developing personal fitness, Scouting uses seven methods:

1. Living the Ideals

Cub Scouting's values are embedded in the Scout Oath and Law, Scout sign, handshake, and salute. These practices help establish and reinforce the program's values in Scouts and the leaders who guide them.

2. Belonging to a Den

The den—a group of six to eight Scouts who are about the same age—is the place where Cub Scouting starts. In the den, Cub Scouts develop new skills and interests, they practice sportsmanship and good citizenship, and they learn to do their best, not just for themselves but for the den as well.

3. Using Advancement

Recognition is important to a Scout. The advancement plan provides fun for the Scouts, gives them a sense of personal achievement as they earn badges, and strengthens family understanding as adult family members and their den leader work with Scouts on advancement projects.

4. Involving Family and Home

Whether a Cub Scout lives with two parents or one, a foster family, or other relatives, their family is an important part of Scouting. Parents and adult family members provide leadership and support for Cub Scouting and help ensure that Scouts have a good experience in the program.

5. Participating in Activities

Cub Scouts participate in a huge array of activities, including games, projects, skits, stunts, songs, outdoor activities, trips and service projects. Besides being fun, these activities offer opportunities for growth, achievement, and family involvement.

6. Serving Home and Neighborhood

Cub Scouting focuses on the home and neighborhood. It helps Scouts strengthen connections to their local communities, which in turn support the Scouts' growth and development.

7. Wearing the Uniform

Cub Scout uniforms serve a dual purpose, demonstrating membership in the group (everyone is dressed alike) and individual achievement (Scouts wear the badges they've earned). Wearing the uniform to meetings and activities also encourages a neat appearance, a sense of belonging, and good behavior.

8. Making Character Connections

Throughout the program, leaders learn to identify and use character lessons in activities so Scouts can learn to know, commit, and practice the 12 core values of Cub Scouting. Character Connections are included in all the methods of Cub Scouting and are the program themes for monthly pack meetings.

What is a Cub Scout?

Cub Scout Summer Camp is a developmentally appropriate activity with the mental, spiritual, and physical abilities of the Cub Scout in mind. Below are some of the basic characteristics of a Cub Scout:

1) Growing Bodies

- Full of energy and the need to let off steam
- Noisy and boisterous
- Becoming better coordinated and delights in physical exertion (though some are becoming couch potatoes!)

2) Growing Relationships

- Ready for more independence from parents
- Resent being treated like a “little kid”
- Will join group relationships with enthusiasm
- Do not want to be confronted or criticized in front of others
- Aware of differences and dislike criticism and teasing
- They’ve learned the power of insult and teasing and can be very mean to those they decide don’t measure up or who are different in ways they don’t understand • They thrive on praise but don’t want to be singled out in front of everyone

3) Growing minds

- They are concrete thinkers and take things literally
- Beginning to learn to plan ahead and to predict possible outcomes of a course of action
- Interpret “maybes” as promises they expect to be kept
- Highly imaginative
- Some may be losing interest in formal schooling but are curious and want to learn things that Scouts are interested in
- Have short attention spans
- The process of learning from an experience makes any situation a “teachable moment” at this age

4) Growing values

- They have strong opinions about what a good person is and does
- They have a growing appreciation for fairness
- Many will bring up issues of right and wrong that are troubling them. They want feedback as they examine the pros and cons of a course of action.

5) Discipline

- Put downs and physical aggressions will not be tolerated
- They are noisy, active, and full of energy needing to let off steam and room to move
- They want to be listened to and expect fair treatment
- They want to follow a clear set of established rules and expect you to stick to them

Praise does wonders for a Scout’s sense of hearing!

The Buddy System

Our camp operates on the buddy system. This means that a Scout should never be anywhere on camp without another Scout. This helps to ensure the safety of all campers. Even if the Scout is just going to the Trading Post to purchase a refreshing beverage, they should still have a buddy with them.

The Buddy system is especially important in the pool area. Buddy checks will be called every ten minutes per BSA regulations to ensure swimmer safety. Buddies will be of similar swimming capabilities.

The Buddy system is also important if a Scout gets hurt. The buddy can go for help or wait with his friend until help arrives. The system also works when Scouts are hiking and may become lost. It's better to be lost with a buddy than by yourself. We should never have just one lost Scout.

All staff are required to enforce the Buddy System. If you see a Scout without his buddy, ask him where his buddy is. Remind that Scout of the importance of the Buddy System.

Remember: The SAFETY of our campers is our number one priority.

So You Have Come to Camp, What's Next?

Safe Campsites:

We ask that you work with the units around you to ensure a safe and orderly camp as free from danger as possible. This includes grouping tents together to limit tripping Hazards and marking all guide wires. Fires (if permitted) should be started only in the pre-established rings available in each campsite. Tents should not be any closer than 10 feet to the fire ring and should be moved if they are. There should be no flames in any tent. No exceptions.

Happy Campsites:

Most likely there are other units in your campsite, it will be necessary for you to communicate with the other leaders in your campsite to ensure the best camping experience.

Smooth running schedule:

Our goal is to provide a high-quality program to Scouts who attend our camp. In order to do that, we have a schedule which will be maintained throughout camp to the best of our capabilities. You should arrive to all activities on time in order to help facilitate the best possible experience for your Scouts. Most places can be walked to within 10 minutes. If you have questions, please be sure to ask the staff.

Departing Procedures:

- Walk all gear to the front of the campsite then retrieve your car.
 - Load quickly and move out of the field carefully.
 - All Garbage should be left at the Campsite entrance for retrieval by staff. •
- Patrol the area for additional gear and trash.
- Acquire the signature of the Campmaster for your site.
 - One leader from each Pack should proceed to the admin building to check out and receive patches.

Aquatics

Buddy Tags:

There are three ability groups designated by our Aquatics staff in accordance with the BSA safe swim defense program: Non-swimmer or Learner, Beginner, and Swimmer. These are designated by a coloring scheme on the Buddy tag received by every person entering the Pool Deck Area.

Non-Swimmer or Learner Buddy Tags are a white tag with the Person's Name on it.

Beginner Buddy Tags have a Red Semicircle Colored at the top of their tag. *Swimmer*

Buddy Tags have both the top Red Semicircle and a bottom Blue Semicircle.

Any persons entering the Swimming Area, beyond the gate, must hang a tag signifying their presence in the swimming area. This helps the aquatics area to account for the people in and around the swimming area and ensure no one is missing.

Only the person who's Buddy Tag it is may touch their Buddy Tag. Any Person wanting to swim must complete a medical recheck by the Medical Officer and a Swimming test by a designated staff member. All Persons in the designated swimming area must hang their buddy tag on the buddy board in their intended swimming area.

The Buddy system is employed to keep track of the Scouts while in the water. Each Scout must have at least one buddy and those Scouts must stay in the same designated swimming area as their tags indicate on the Buddy Board.

Periodically buddy checks may be called by the Aquatic staff. All swimmers must exit the area with their buddy. Once all Scouts are accounted for the staff will make further instruction.

Dining Hall Guidelines

- 1) Please sit at the tables with your group sitting together. If there are not enough tables and chairs for your entire group, please notify the staff.
- 2) Please wait until your table row has been called before going to the serving line.
- 3) While going through the line please observe the following practices:
 - a. If you don't want something, please say, "no, thank you." If you want more, please ask.
 - b. If you don't like the main course, you may ask for a peanut butter and jelly sandwich.
 - c. If you want seconds, if available, you must save your plate and wait for your group to be called.
- 4) Milk is available at Breakfast but not lunch and dinner. Each person is allowed one milk per meal.
- 5) Please do not fill your canteens/water bottles with anything other than water. Use cups for anything else and restrict bigger containers to water only.
- 6) A charging station for devices will be available throughout the day and night but may not be monitored at all times.

Waiter Call

Before the Meal:

- A. Place a napkin at each spot of your campsites tables.
- B. Place the noted plastic ware at each spot of your campsites tables.
- C. For Lunch and Dinner, retrieve one water pitcher per table.

After the Meal:

- A. For Lunch and Dinner, return the water pitchers.
- B. Take a rag and wipe off each of your campsite's tables.
- C. Using a broom, sweep under each of your campsite's tables.

Summer Camp Emergency Procedures

The staff at Pfeffer Scout Reservation are trained to the specific dangers and procedures for our camp. In the event of an emergency there is little the campers will need to do. Here are the few things you need to remember in case of an emergency:

Severe Weather:

- Please know that a weather radio is on and monitored 24 hours a day while campers are on site.
- If weather is not severe, program will continue as usual
- If we need to take shelter, you will hear the emergency siren. Any time you hear the siren, please follow the directions it states. If you are needed elsewhere, staff will direct you to that location.
- If danger is imminent, seek shelter nearby in any of our emergency shelters on camp.

Medical Emergency:

- Notify a staff member
- During the night, the medical officer sleeps in the administration building

Fire Emergency:

- You will hear the emergency siren. Any time you hear the siren, please follow the directions it states. If you are needed elsewhere, staff will direct you to that location.

Aquatics Emergency:

- Notify a lifeguard or other staff member. The Aquatics director will take charge and instruct the staff in these operations.
- You will hear the emergency siren. Any time you hear the siren, please follow the directions it states. If you are needed elsewhere, staff will direct you to that location.

Missing Camper:

- Notify the nearest staff member. Be prepared to tell information about the child and their last known location.

Dangerous Animal:

- Notify the nearest staff member. Move your scouts away from the animal.

Suspicious or Unauthorized Person on Camp:

- All persons on camp should be wearing a participant/visitor band or staff uniform. Any person not wearing one of those should be reported to the nearest staff member immediately.

Hazardous Material Spill:

- Move your scouts and you away from the hazard and uphill/wind of the spill.
- Notify a staff member.
- Do not enter the area for any reason.
- Three blasts may be sounded. Anytime you hear three blasts of an air horn, head to the flag poles in front of the trading post.

Earthquake:

- If outside, go to a clear area away from trees or other items which may fall.
- If inside, get under heavy furniture or in door jams.
- Exit all damaged buildings quickly and don't re-enter.

Other Key Summer Camp Policies

Smoking

The BSA's official policy is: "Adult leaders should support the attitude that they, as well as youths, are better off without tobacco in any form and may not allow the use of tobacco products at any BSA activity involving youth participants. All Scouting functions, meetings, and activities should be conducted on a smoke-free basis, with smoking areas located away from all participants."

Camp policy doesn't differ from this but does note that all forms of Nicotine use should be done discreetly and away from youth participants and staff. This includes Cigarettes, Cigars, Pipe Tobacco, Snuff and other smokeless products, and Electronic Cigarettes. Many of our staff members are themselves youth in scouting and should be treated as such with regard to this and other youth related policies.

Knife Policy

Summer Camp has the following Pocket Knife Policy over and above the guidelines set forth in the Guide to Safe Scouting:

Campers should not bring knives to camp that are:

- (a) larger than 4 inches in blade length,
- (b) unable to be sheathed or closed,
- (c) illegal under local and state regulations.

As is the Policy of the BSA, Cub Scouts should not have or use a pocket knife, while engaged in a Scouting activity, without proper safety training. This training is conducted using the Whittling Chip program and is signified by carrying the Whittling Chip card. Only Bears, Webelos, and AOL Scouts can earn the Whittling Chip in Scouting. No Scout, while at camp, should use a pocket knife without adult supervision.

Scouts should always observe all rules of safe pocket knife handling, but should especially ensure proper distance from others and should always be conducted while seated and away from high traffic areas.

Adult participants are expected to enforce the rules of safe knife handling and the camp knife safety policy published in the pre-camp and camp leaders guide. Additionally, when responding to an infraction of knife safety, leaders should not "take a corner" from the Scouts whittling. This has been considered hazing in the past and does not promote the Scouts use of safe knife handling. While at camp, infractions should result in the loss of the privilege for an appropriate amount of time. Incidents requiring more severe punishments should result in the loss of the Scouts Whittling Chip and a retraining of knife safety before its return.

Running

- Scouts are encouraged to walk at all times on camp unless participating in a designated activity.
- Scouts should not run on gravel roads nor in their campsites.

Homesickness

Past experience tells us that if you have a homesick camper and they are allowed to make contact with mom and/or dad, there is a significant chance that Scout will go home and not stay the entire duration of camp. This is extremely important if the Scout has a cell phone and will be calling home. The goal of this camp is to provide Scouts with a positive first, extended overnight camping experience. We pride ourselves on keeping Scouts at camp for the entire session, and we are happy to assist you if your Scouts do encounter homesickness. Before you allow the Scout to call home if he is homesick, please contact the Camp Commissioner first.

Youth Protection Guidelines

According to the *Guide to Safe Scouting*, the BSA has adopted the following policies to provide additional security for our members. These policies are primarily for the protection of our youth members; however, they also serve to protect false accusations of abuse.

- **Minimum two-deep leadership on all outings required.** Two registered adult leaders, or one registered leader and a parent of a participating Scout or other adult, one of whom must be 21 years of age or older, are required for all trips and outings. Appropriate adult leadership must be present for all overnight Scouting activities; coed overnight activities – even those including parent and child – require male and female adult leaders, both of whom must be 21 years of age or older, and one of whom must be a registered member of the BSA.

- **One-on-one contact between adults and youth members is prohibited.** In any situation requiring a personal meeting, such as a Scoutmaster's conference, the meeting is to be conducted in view of other adults and youths.

- **Separate accommodations for adults and Scouts required.** When camping, no youth is permitted to sleep in the tent of an adult. Councils are strongly encouraged to have separate shower and latrine facilities for females. When separate facilities are not available, separate male and female shower times should be scheduled and posted. Likewise, youth and adults must shower at different times.

- **Privacy of youth is respected.** Adult leaders must respect the privacy of youth members in situations such as changing clothes and taking showers at camp and intrude only to the extent that health and safety require. Adults must protect their own privacy in similar situations.

• **Inappropriate use of cameras, imaging, or digital devices prohibited.** While most campers and leaders use cameras and other imaging devices responsibly, it has become very easy to invade the privacy of individuals. It is inappropriate to use any device capable of recording or transmitting visual images in shower houses, restrooms, or other areas where privacy is expected by participants.

• **No secret organizations.** The Boy Scouts of America does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.

• **No hazing.** Physical hazing and initiations are prohibited and may not be included as part of any Scouting activity.

• **No bullying.** Verbal, physical, and cyberbullying are prohibited in Scouting.

• **Youth leadership monitored by adult leaders.** Adult leaders must monitor and guide the leadership techniques used by youth leaders and ensure that BSA policies are followed.

• **Discipline must be constructive.** Discipline used in Scouting should be constructive and reflect Scouting's values. Corporal punishment is never permitted.

• **Appropriate attire for all activities.** Proper clothing for activities is required. For example, skinny-dipping or revealing bathing suits are not appropriate in Scouting.

• **Members are responsible to act according to Scout Oath and Law.** All members of the Boy Scouts of America are expected to conduct themselves in accordance with the principles set forth in the Scout Oath and Scout Law. Physical violence, theft, verbal insults, drugs, and alcohol have no place in the Scouting program and may result in the revocation of a Scout's membership.

• **Units are responsible to enforce Youth Protection Policies.** The head of the chartered organization or chartered organization representative and the local council must approve the registration of the unit's adult leader. Adult leaders of Scouting units are responsible for monitoring the behavior of youth members and interceding when necessary. The parents of youth members who misbehave should be informed and asked for assistance.

• **Mandatory reporting of child abuse.** All involved in Scouting are personally responsible to immediately report to law enforcement any belief or good faith suspicion that any child is or has been abused or exploited or endangered in any way. No person may abdicate this reporting responsibility to any other person.

• **Social media guidelines.** The policy of two-deep leadership extends into cyberspace. Another adult leader should be copied on any electronic communication between adult and youth members.

Specifically at our Camp, please keep these policies in mind:

- Scouts and adults do not share tents.
- When using a latrine, please always knock or announce before entering. Please change the sign as appropriate.
- Males and females have designated areas at the pool house. Adults should not enter the youth side of the poolhouse except to the extent that health and safety require. In these cases, at least two adults should go together and announce themselves before entering.
- Please remember that many of the staff are themselves youth participants in the Scouting program.

SUSPECTED CHILD ABUSE

The following are definitions of child abuse:

1. Other Cub Scouts: Uncalled for teasing and taunting by other Cub Scouts. Leaders must be made aware of problems and watch for any further actions against the child and see that it is stopped at once.
2. Scouts: Teasing and taunting and being bullies, hazing, cruel practical jokes, ridiculing, etc. These actions can put an end to Cub Scout camping.
3. Leaders: If there is alleged severe child abuse from a leader, immediate action will be taken. Notify the Camp Director of the situation. The leader will be asked to leave camp at once. The Camp Director will notify the Scout Executive and may be legally obligated to report the incident to the authorities.
4. A Family Member: A child coming to camp who has been beaten, bruised, and/or abused at home. If there is suspicion of abuse the leader will report this to the Camp Director. The Camp Director will notify the Scout Executive and may be legally obligated to report the incident to the authorities.

Child abuse can be:

1. Physical: hitting, slapping, or in any way physically harming a child.
2. Mental: tormenting, teasing, belittling, yelling, swearing, or making examples of the child in a derogatory manner.
3. Sexual: fondling, petting, sexual harassment, or molesting.

CHILD ABUSE IN ANY WAY, SHAPE, OR FORM, WILL NOT BE TOLERATED.

IT'S THE LAW: IF ABUSE IS SUSPECTED, IT MUST BE REPORTED.

Summer Camp – Dangerous Wildlife Policy

General Safety

- 1) **Leave the wildlife alone.** Unless an animal is a danger to Scouts and/or Scouters or is itself in danger, it should be left alone. If the animal is posing a threat to campers and/or to itself, notify the Camp Director immediately. The Camp Director or appointees will then deal with the removal of said animal.
- 2) **Do NOT wear open toed shoes.** Except for pool house or shower house use, you should not wear open toed shoes. Even then, you should carry your sandals with you and wear shoes.
- 3) **Do NOT reach under things you cannot see.** This includes places such as under rocks or logs.
- 4) **Keep your equipment stowed away.** Remember, no food in tents. If any food is brought, it should be stowed in a critter proof box, outside away from tents.
- 5) **Keep tent flaps shut.** Tent flaps left open for an extended period of time are an invitation to wildlife.
- 6) **Carry a flashlight at night.** This will keep you from running into things.
- 7) **Stay on the trails.** Trails are usually clear of debris so you can see what is in front of you.
- 8) **What to do if you come across wildlife in camp.**
 - 1) Stay calm and keep people away
 - 2) If necessary, send someone to contact the Camp Director/Ranger/Health Officer
 - 3) Do not attempt to pull the tick off yourself.
Contact the Health Officer who will remove the tick and provide appropriate follow-up care.
After you return home, both youth and adults should check for ticks.

Day 1 (Thursday)		Day 2 (Friday)	
Time	Activity	Time	Activity
10:00	Check-In: Med Checks Camp Tours Dining Hall Orientation Set-Up Campsites	7:30	Reveille
		7:45	Flags
		8:00	Breakfast
		9:00-9:50	Session 1
		10:00-10:50	Session 2
12:00	Pick up Lunch in Dining Hall	11:00-11:50	Session 3
1:30	Swim Checks Begin	12:15-12:45	Lunch
1:30	Continue setting up camp site	1:00-1:50	Session 4
4:30	Games with Staff in Sport's Field	2:00-2:50	Session 5
4:45	Leader's Meeting at The Training Center	3:00-3:50	Session 6
		4:00-5:30	Free Time
6:15	Flags	6:15	Flags
6:30	Dinner	6:30	Dinner
8:00	Opening Campfire	7:30	Evening Activity
9:00	Return to Camp	9:00	Return to Camp
10:00	TAPS/Quiet Time	10:00	TAPS/Quiet Time

Day 3 (Saturday)		Day 4 (Sunday)	
Time	Activity	Time	Activity
7:30	Reveille	7:30	Reveille
7:45	Flags	8:00	Breakfast
8:00	Breakfast	8:30-10:00	Pack Up and Check Out
9:00-9:50	Session 1		
10:00-10:50	Session 2		
11:00-11:50	Session 3	By 10:00	All Units Should Be off-site
12:15-12:45	Lunch		
1:00-1:50	Session 4	Please wear your official uniform Evening Flags Dinner Campfire's	
2:00-2:50	Session 5		
3:00-3:50	Session 6		
4:00-5:30	Free Time		
6:15	Flags		
6:30	Dinner		
8:00	Closing Campfire		
9:00	Return to Camp		
10:00	TAPS/Quiet Time		