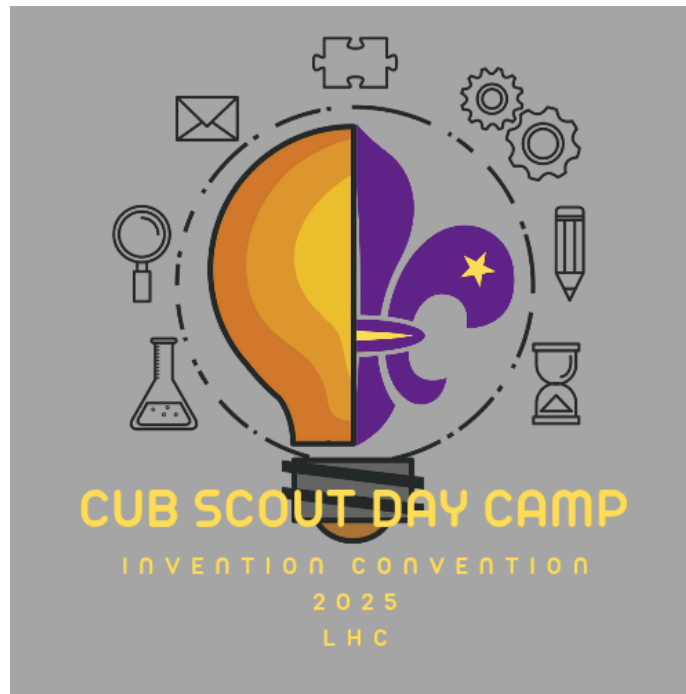


Lincoln Heritage Council
Scouting America

Invention Convention Unit Leader Planning Guide



June 23-27th, 2025
Phil Moore Park
7101 Scottsville Road, Alvaton, KY 42122

Quote from Baden Powell, founder of Scouting, about camping:

"Camp is what the child looks forward to in Scouting."

Directions to Phil Moore Park

From Louisville - Take I-65 South. Take Exit 22 to US-231. Continue for 3.5 miles. Phil Moore Park is on your right.

From Paducah - Take I-24 East. Take I-69 N and Western Kentucky Pkwy to I-165 William H Natcher Pkwy to Bowling Green. Continue on KY-9007 S for 2 miles. Turn right onto Scottsville Rd. Phil Moore Park is on your right.



Unit Preparation for Camp

If your unit follows the steps listed below, the process of preparing everyone for an enjoyable experience at Day Camp should go smoothly.

Upon Receiving the Leaders Guide:

- Inform or remind all scouts and parents of the camp dates and location.
- Recruit two or more adult leaders to attend camp with your unit.
- Note payment dates
- Consider unit providing adults to help run the event (please speak with the camp or program directors)

Finalizing plans for the outing:

- Give final notice to all scouts and parents about plans for attending camp
- Collect all Health Forms parts A & B from ALL scouts AND adults attending camp, and bring them to camp for the medical officer
- Arrange for your unit's transportation to and from camp
- Ensure all your scout families have the camp information (start times, end times, what to bring, locations, important phone numbers, etc)
- Arrange payments through your unit or each family individually. (If a parent registers on their own, they may click to pay with camp cards, and the unit will be charged through the unit account at council)
- Finalize registration online at www.lhcbbsa.org. Registration will be through Tentaroo. You may choose to have one person from your unit register everyone on Tentaroo, or each person may be in charge of their own registration. Please ensure the den rank is correct within Tentaroo.

One week before Camp:

- Review schedules with your scouts and families.
- Double-check medical and health history.
- Prepare the unit equipment to bring to camp (canopies, coolers for lunches, camp chairs for lunchtime)
- Finalize transportation arrangements to and from camp.
- Review the Guide to Safe Scouting and Camp Regulations with leadership.

Scouting Policies and Procedures

Anyone participating in this event will be required to follow Scouting America National Guidelines as outlined in the Guide to Safe Scouting.

The Law is the Rule: Everyone is expected to abide by the Scout Law, Oath, and Slogan.

Buddy System: Everyone will use the Buddy System pairs for safety. Scouting's buddy system calls for Scouts to pair up with a friend or two for all activities. This helps ensure safety and accountability, and teaches Scouts to have responsibility for others. The buddy system is a key part of Scouting. Adults/Leaders should be notified before scouts leave a designated area.

Camp Security: All visitors to the camp must stop at the registration table or other communicated location and check in. All visitors will receive a wristband to wear while on the property. Upon conclusion of their visit, guests will sign out so camp administration will know who is on camp property at all times.

Alcoholic Beverages and Illegal Substances: will not be tolerated and are against Scouting America policy. Possession or use will result in immediate dismissal from camp.

Smoking and Tobacco: Scouting America guidelines require a smoke-free, tobacco-free, vaping-free environment for our scouts. If you must smoke, vape, or use smokeless tobacco, please do so out of sight and smell of youth participants, youth staff, and not inside any buildings. Please "field dress" your butts and dispose of them properly remembering the ever-present danger of forest fires.

Vehicles: The Health and Safety Committee, along with the Camping Committee, has established a written policy and procedure for vehicles in camp.

- Participant vehicles are to remain in designated parking areas during the entirety of the camp. Vehicles will be permitted to load and unload, but must then be parked in the designated parking.
- When traveling to camp, one person per seatbelt and seat belts must be worn. No riding in truck beds. No ATVs, go-karts, or golf carts are permitted. Only Staff carts are permitted.

Camp: Follow scouting guidelines for camping:

- Walk, do not run, within the camp area.
- Closed-toed shoes must be worn at all times.
- Leave No Trace.
- Trash your trash. It should be removed from all camp areas.
- No pets or bikes.

Knives, Hatchets, Axes, or Firearms: No firearms are permitted at Camp. No fixed blade, sheath, or survival knives are permitted. Folding or pocket knives are permitted by those Scouts that have earned their Whittlin Chip or Totin Chip.

First Aid: There will be a medical officer stationed on camp. All medical treatment or emergencies should be directed to the health officer. Minor first aid treatment can be given in session areas where limited first aid supplies are available.

Camp Emergencies: Phil Moore Park is equipped with COWS and a lightning alert system. If there is an emergency, and you hear a park siren, or a Camp staff member alerts with 3 long blasts of an air horn, everyone should rally at the gymnasium. Once the emergency has passed, campers will be given instructions on where to go next. Campers should remain in the gymnasium until the “All Clear” signal has been given.. Leaders should review these procedures with their campers

Electronics: Scouts **should not** bring tablets or electronic game machines to camp.

Trash: Your trash must be taken to a trash can provided.

Youth Protection: Camp will adhere to all Youth Protection Guidelines. Leaders, parents, and staff are required to adhere to all Youth Protection Guidelines. For more information regarding Scouting’s Youth Protection Policy, go to: <https://www.scouting.org/health-and-safety/youth-protection/>

Medications: All Scouts bringing medication to camp must have the medications section of the Annual Health and Medical Form filled out by their parent/guardian prior to arrival at camp. When the scout checks in with the Health Officer, any specific storage requirements for medications will need to be disclosed. A locked cooler is available, if needed. All medication must be in its original container with the original label. There should be no handwritten changes to labels. All medication must be current, and expired medication will not be released to scouts. All medication must be stored and dispensed through the Health Officer or the Scout’s Unit Leader; the only exceptions are Epi-pens, inhalers, and other life-dependent emergency medicine. Use of non-prescription and/or over-the-counter medication should also be disclosed to the Health Officer. Camp is not the appropriate time to stop taking prescribed medications.

Unit leaders are encouraged to turn in health forms in advance to the Camp Director or Health Officer. By turning in the forms early, the Health Officer is able to better prepare for the coming week and identify any issues that may prevent scouts from participating in camp activities. It is much easier to obtain missing signatures or information the week before the scout arrives as opposed to trying to get signatures or authorization after arrival.

Camp Specific General Information

Deadline for Registration is Monday, June 16, 2025.

Registration

\$120 for Scouts and \$25 for Lil' Buddies. Anyone not pre-registered by the deadline will have to register as a walk-in with an additional fee of \$25 for scouts. Adults are free! Please note that all Tigers (scouts entering the 1st grade in the fall) must be accompanied by a parent/guardian while at camp. There are numerous opportunities for adults who would like to attend camp with their scout!

Siblings can participate if they are of Scout age (going into 1st grade up to 17 years old). Siblings under the age of 6 will not be able to participate in some program activities.

All-day camp registration takes place through Tentaroo. Scouts can be registered individually or as a pack. If you are unsure which option is best, please contact your Pack's leadership.

Registration fee includes a t-shirt, cup, patch, snacks, crafts, and all the fun possible for scouts.

Check-In

Upon arrival, have a designated representative from your unit or parent check in at the registration tent. Designated unit representatives must provide up-to-date Medical Forms (Part A and B) for all youth and adults. Children participating in camp will receive a wristband upon arrival. This is how staff will be able to identify children who are participating in camp.

Check-out

Parents will sign out their children at the registration tent.

Uniforms

Scouts will receive a t-shirt on the first day of camp and will wear the shirt every day for camp. All scouts must wear closed-toed shoes for the entirety of camp. No Crocs, flip-flops, or sandals of any kind are allowed.

Leaders and Staff

Scouting America, unit t-shirts, or activity uniforms are acceptable for unit leaders attending. Staff will have a program t-shirt to wear. Closed-toed shoes are required. Adult visitors who are not registered leaders are reminded that this is a family event and should dress modestly. Clothing portraying images of drugs, alcohol, tobacco, or other messages inconsistent with the Scout Oath and Law will not be permitted.

Open-Toed Shoes: Closed-toed shoes are required for the entirety of camp. No Crocs, flip-flops, or sandals of any kind are allowed.

Identification

Wristbands will be issued to all youth and adults upon arrival at camp for identification of Invention Convention participants or visitors. Wristbands must be worn at all times to properly identify to others

that you belong in camp. In order to participate in adventure areas, a wristband is required – no exceptions. In the event a wristband is lost, a replacement is available. Your cooperation, as a leader in enforcing the wristbands and your adult's registration will help the staff make sure your Scouts are in a safe environment.

Refunds

A refund will be made to an individual or group that cancels program attendance/registration, less a 15% administrative charge, as long as a written request is made at least 30 days prior to a council or district program/activity.

No refunds will be given to an individual or group that cancels program attendance/registration within 30 days of a scheduled council or district program/activity. Exceptions for medical situations or family emergencies can be made, but must be submitted in writing within 7 days after the program/activity.

Fees are transferable to other Scouts but not refundable. All requests for refunds must be submitted in writing with a copy of the receipt or canceled check.

Camp Code

Scouts are asked to be courteous at all times. The Scout Oath and Law are to be your guidelines.

Time Schedule

Check-in/drop off is at 8 am. Camp starts at 8:30 am and ends at 4:30 pm.

Lil' Buddies

Any child whose parent is assisting at camp (either as a den walker or camp staff) and is potty trained can participate in the Lil' Buddy program. The Lil' Buddy program has a nominal cost of \$25. This covers snacks and activities while at camp. You are required to pre-register your Lil' Buddy.

Flag Ceremonies

One of a Scout's duties is their Duty to Country. We honor that duty each day by performing traditional flag ceremonies. Camp-wide flag raising and lowering are held daily at 8:30 am. Units may sign up to serve as color guards for the colors ceremonies. Please see the Program Director for scheduling and instructions.

Contact with Wildlife:

Phil Moore Park is a natural habitat for many species of animals. Please keep in mind that these animals make their residence on a year-round basis. If you encounter wild animals while at camp, do not disturb, injure, or attempt to chase it away. All campers are expected to respect wildlife and subscribe to the Outdoor Code while at camp. If you come in contact with an animal that is behaving strangely (staggering, lying still, not trying to flee, seems sickly, foaming at the mouth, etc.) immediately report it to the Camp Staff. Do the same if you are bitten or scratched by any wildlife. Never pick up or touch an animal that is injured or dead.

Daily Schedule

Units should **NOT** arrive before the scheduled arrival time. Upon arrival, units will need to check in at the registration tent. All schedules are subject to change before or during the event. All schedules are subject to change before or during the event.

The awards ceremony is at 3 pm on Friday. Therefore, schedules will be adjusted to make up for the additional time in the closing ceremony. We would be delighted for your family to join the Awards Ceremony on Friday to see and experience some of what your scout has achieved throughout the week. All Ceremony visitors must check in anytime after 2 pm. Please let your unit leader know ahead of time if you plan to attend. This will help your unit and camp staff plan accordingly.

Time	Tigers	Wolves	Bears	Webelos	AOL
8-8:30	Check in/Drop off	Check in/Drop off	Check in/Drop off	Check in/Drop off	Check in/Drop off
8:30-9	Opening/Flag Ceremony	Opening/Flag Ceremony	Opening/Flag Ceremony	Opening/Flag Ceremony	Opening/Flag Ceremony
9-10	Nature/Skills	Range	Arts & Crafts	Fishing	STEM/Games
10-11	Range	Fishing	STEM/Games	Arts & Crafts	Nature/Skills
11-12	Fishing	Arts & Crafts	Nature/Skills	STEM/Games	Range
12-1:30	Lunch	Lunch	Lunch	Lunch	Lunch
1:30-2:30	Arts & Crafts	STEM/Games	Range	Nature/Skills	Fishing
2:30-3:30	STEM/Games	Nature/Skills	Fishing	Range	Arts & Crafts
3:30-3:45	Cleanup	Cleanup	Cleanup	Cleanup	Cleanup
3:45-4:30	Closing Ceremony	Closing Ceremony	Closing Ceremony	Closing Ceremony	Closing Ceremony



Prepared. For Life.™

WHAT TO BRING

Closed-toed shoes
Camp t-shirt (provided at camp)
Sunscreen and/or bug repellent (apply yourself or before camp)
Refillable water bottle
Rain gear
Hat or cap
Personal first aid kit
Towel (Friday only)
Change of Clothes/Shoes (Friday only)

Scouts are not to bring electronic games or game machines. Two-way radios of any type are not to be used due to possible interference with Staff communications equipment. Firearms, fireworks, explosives, alcohol, and drugs will not be tolerated. All vehicles are subject to search.

Things to Remember

1. Two Deep Leadership (minimum) who are properly trained must accompany each unit.
2. Bring only the items needed for camp.

Invention Convention 2025

VOLUNTEER REGISTRATION FORM

Each day camp is 100% volunteer-run and there are many opportunities to help with your camp! It takes a team of volunteers to ensure that this event is a success for the 100+ youth and adults who attend. Please fill out the following form and remit to the email address below. **This form must be turned in no later than June 16th, 2025.**

UNIT TYPE AND #: _____

Council Name: _____

District Name: _____

Name: _____

Position: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Email:** _____

If not a Scout Volunteer, name of Civic Group: _____

Volunteers are needed to help with set up in the days prior and through the entire week of June 23rd. Please check below what you would be interested in helping with:

<input type="checkbox"/>	Set Up	<input type="checkbox"/>	STEM/Games
<input type="checkbox"/>	First Aid	<input type="checkbox"/>	Range
<input type="checkbox"/>	Registration	<input type="checkbox"/>	Fishing
<input type="checkbox"/>	Clean Up	<input type="checkbox"/>	Nature/Scout Skills
<input type="checkbox"/>	Den Walker	<input type="checkbox"/>	Arts and Crafts
<input type="checkbox"/>	Religious Services	<input type="checkbox"/>	Fitness/obstacle course/games
<input type="checkbox"/>	Clean-up at the end of the day	<input type="checkbox"/>	No Preference
<input type="checkbox"/>		<input type="checkbox"/>	

I've already been recruited by: _____ **as:** _____

We also need to know the following information:

T-shirt Size

<input type="checkbox"/>	Small	<input type="checkbox"/>	X-Large
<input type="checkbox"/>	Medium	<input type="checkbox"/>	XX-Large
<input type="checkbox"/>	Large	<input type="checkbox"/>	XXX-Large

E-mail to: randy.richey1@gmail.com

Submit this form no later than 6/16/2025

Questions? Contact the following:

Camp Director:

Darla Henry
dkhae77@yahoo.com
270-392-4442

Program Director:

Nikki Barks
nikkiritchie@icloud.com
270-999-4354

District Executive:

Josh Hutcheson
josh.hutcheson@scouting.org
270-535-7588