

Camp Manatoc

Summer Camp

Far East Games



Leader Manual
2005

Great Trail Council Boy
Scouts of America
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GREAT TRAIL COUNCIL

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April 23, 2005

Dear Scoutmaster,

Welcome to Camp Manatoc, a premier Boy Scout camp, owned and operated by the Great Trail Council, Boy Scouts of America. The camp, located in the heart of the Cuyahoga Valley National Park, consists of over 600 acres of beautiful rolling hills, forests and lakes.

"The Far East Games" is the theme for this summer. There will be many activities centered on the far Eastern countries, with a strong emphasis placed on the Scouting movement in these countries. The camp staff is working on games and activities to tie in with this theme along with some delicious oriental meals. Please focus some attention prior to camp in preparing gateways, campsite decorations and costumes.

An excellent and highly committed staff has been selected and trained to provide you and your Scouts the ultimate in an adventurous week of Boy Scout skills. Please encourage the youth members to attend Camp Manatoc.

If you have any questions or concerns contact Tom Leet at the Scout Council Office (330-773-0414) or the Camp Director (330-7941507). During the summer camping session you can call us at Camp Manatoc at (330-657-2592) or write to us at Camp Manatoc, 1065 Truxell Rd., Peninsula, Ohio 44264. Come prepared to have a super week.

Yours In Scouting

Woodrow Brooks
Camp Director
2005

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Section 1.

Why we are here

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The Beginning of Camp Manatoc

In 1923, through the great generosity of Mr. H. Karl Butler, who offered a sizeable tract of his summer home on Route 303 in Peninsula, a permanent camp was established and Camp Manatoc was born. An administration building, assembly hall, culinary shack, a garage and eight small sleeping cabins were built. Potable water was hard to get and mostly had to be trucked in. Haskill Run, a small stream running through the camp, was dammed up to make a swimming hole.

Only 188 Scouts camped at Manatoc in its initial summer of 1923 (less than the average *weekly* attendance today). All that remains of the old camp are a few foundation piers of the old buildings and the concrete abutments of the dam that made the old swimming hole.

Karl Butler, an Akron industrialist, was a small man physically and was severely crippled. He was often in pain and spent most of his waking hours in a wheelchair. During a trip to California in the early 1920's he visited a fine Boy Scout Camp and came home with a wonderful dream. He envisioned giving his farm and much of his worldly possessions to the building of a beautiful Boy Scout Camp for the boys from the Akron area. Accordingly, he began to buy up options on a number of the farms around his property on Route 303 and south to Truxell Road. While serving as President of the Akron Area Council in 1926, Butler became gravely ill, so ill in fact that he had to cancel a trip to Washington, D.C. to meet President Calvin Coolidge. On Friday, December 10, 1926 he dictated the terms of his will to Mrs. E. B. Rothrock, office secretary for the Boy Scouts. He died on Monday morning, December 13, 1926.

In his will he bequeathed to the Akron Area Council his farm and the options he had acquired on the surrounding properties, provided the Council would raise \$100,000 within five years to purchase additional property and build and equip a first class Boy Scout Camp. Nothing was done regarding the raising of funds for several years. During this time, however, members of the Council Camping Committee visited over 30 Boy Scout Camps in the eastern United States so as to come up with the latest and best in camping trends. In 1929, Mr. Paul W. Litchfield, President of the Goodyear Tire and Rubber Company, coaxed Akron's big three rubber companies - Goodyear, Goodrich, and Firestone - to pledge a total of \$100,000 to the camp provided the Akron community would raise an additional \$125,000 to further the project.

On May 11, 1931, the Akron Area Council held a kick-off banquet, and a Manatoc fund raising campaign was launched. The campaign resulted in pledges of \$142,000, well over its goal. This is especially significant, since this campaign was held during the Great Depression.

Work on the new camp began very quickly. The center of camp was moved farther south, nearer to Truxell Road, primarily because of the inability to get good water in the old campsite. A strikingly rustic stockade gateway was built at the entrance off Truxell Road.

Part of Truxell Road was moved south to permit the building of a dam across Salt Run to form the six-acre Lake Marnoc, which was used for all aquatic activities. Three lodges (Forester, Concord, and Explorer), a Dining Hall with a capacity of serving 400 people, and a Trading Post were built. In 1931 the Akron Lions Club erected an elaborate semicircular stone memorial with a one hundred foot flagpole on the highest point of camp. It was erected to the memory of H. Karl Butler.

The new Camp Manatoc, with its 600 acres, although not entirely completed according to plans, was dedicated on June 8, 1932, and opened for camping for the first time on June 19, 1932.

Camp Traditions

An attempt has been made not to establish a list of rules and regulations to be followed in camp. However, it is necessary when so many people are living together that activities are carried out with consideration and respect for associates. Like all places with a rich background of experiences, certain customs and traditions have been established. We all should try to abide by them.

Code of Living is based, as it should be, on the principles of the Scout Oath and Law.

Taps marks the end of each day's activities. In consideration of others, quiet should reign.

The Council Ring is a spot reserved for dignified and purposeful events. Rough housing is prohibited and general use is discouraged.

The H. Karl Butler Memorial was built to commemorate a great man. If we are to uphold his memory, it needs to be kept in the finest of condition, treated with quiet dignity. Likewise, **Retreat** is a solemn occasion, and should be treated with respect.

Program Areas in camp are all super places to visit. For the sake of safety and equal use, each Area Director is recognized as being in complete charge of their respective areas.

The Dining Hall is a place for meals, special programs, and fellowship. Many years of tradition are stored in this historical building. Leaning back on chairs is strictly prohibited (keep all four legs on the floor). Table manners are the same as in eating at a restaurant. Each troop is invited to make its own totem to hang in the Dining Hall.

Camp Manatoc belongs to all of us. When we accidentally or wantonly mar or destroy any of the buildings, trees, or equipment, we are depriving ourselves. Money, which has to be spent because of carelessness or thoughtlessness only means there is less money we could spend in improving the camp. **This is an important item in which all of us play a part.**

BSA Mission Statement

It is the mission of the Boy Scouts of America to serve others by helping to instill values in young people and in other ways prepare them to make ethical choices over their lifetime in achieving their full potential.

The values we strive to instill are based on those found in the Boy Scout Oath and Law:

Scout Oath

On my honor, I will do my best, to do my duty to God and my country' and to obey the Scout Law; to help other people at all times; to keep myself physically strong, mentally awake, and morally straight.

Scout Law

A Scout is:

Trustworthy
Loyal
Helpful
Friendly
Courteous
Kind

Obedient
Cheerful
Thrifty
Brave
Clean
Reverent

Greatness

Greatness is largely by comparison. A ship looks huge at the dock, but tiny when at sea.

Greatness lies not in being strong, but in the right use of strength.

Every great person first learned how to obey, whom to obey, and when to obey.

It takes a great person to give sound advice tactfully, but a greater person to accept it graciously.

The measure of a truly great man is the courtesy with which he treats lesser

men. Great minds have purposes; others have wishes. The greater the man's

talent, the more becoming his modesty.

A good leader inspires men to have confidence in him; a great leader inspires them to have confidence in themselves.

Great principles do not need men and women as much as men and women need great principles.

Section 2.

Rules and Regulations

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Camper's Code

A camper respects the camp rules as necessary for safety and observes them with care.

A Scout is Trustworthy.

A camper is proud of his home troop and tries to take back from camp ideas that will make it still better.

A Scout is Loyal.

A camper looks for chances to coach his tent mates in tests, to turn in mislaid property, and to do a good turn each day.

A Scout is Helpful.

A camper seeks wide acquaintance at camp so that he may discover new friends.

A Scout is Friendly.

A camper looks out for his mates at the table and in his tent.

A Scout is Courteous.

A camper does his part to preserve the wildlife of the camp reservation.

A Scout is Kind.

A camper follows his leader, and knows better than to hinder him with rag chewing.

A Scout is Obedient.

A camper knows that there is work to be done in a Scout Camp, and that sometimes it may conflict with his inclinations.

A Scout is Cheerful.

A camper protects and conserves natural resources and carefully uses time and property.

A Scout is Thrifty.

A camper knows that camp life may test his courage to make right decisions.

A Scout is Brave.

A camper realizes that clean food, clean dishes, clean persons, and clean quarters are essential to health and self respect.

A Scout is Clean.

A camper finds evidence in all outdoors that God has made a wonderful world to live in.

A Scout is Reverent.

To all Scoutmasters

Re: Camping Code of Conduct and Responsibility

Dear Scoutmaster:

The Great Trail Council is proud of Camp Manatoc and Camp Butler, and of the year-round camping program that continues to grow. It is important to the Council that the numerous persons who participate in the camping program do so with due regard for the safety of themselves and their own property, as well as the safety and property of all other persons.

In recent years, the numbers of non-Scouters at Camp, including guests at Summer Camp and others throughout the year, have increased. These non-Scouters are not familiar with the Scout Oath and Scout Law, in which Scouts and Scouters are trained. Also, there have been increasing incidents of inappropriate conduct at Camp, which cannot be tolerated.

Therefore, the Outdoor Committee undertook to develop the enclosed Camping Code of Conduct and Responsibility, which was approved by the Executive Committee. **Please review, disseminate, and discuss this document among your Troop so it is fully understood. It will govern all year-round camping.** The Code has been structured so as to be clearly understandable; however, if you have any questions, please direct them in writing to the attention of the Outdoor Committee.

Please review the Code in its entirety. Your attention is particularly directed to the ratio of Scouts to adults; the campsite curfew; guests; financial responsibility; searching; and removal from camp. These provisions are specifically mentioned, not because they are necessarily more important than others, but because some may consider that they represent changes.

It is the responsibility of the Scoutmaster to clearly communicate with all Scouts concerning the Code. It is anticipated that the Scoutmaster will furnish each Scout, as well as any guest, with a copy of this Code, and that it will be the subject of considerable discussion within the Troop.

We hope that you share the Council's pride in Camps Manatoc and Butler, and trust that you will not only understand the reasoning behind the Camping Code of Conduct and Responsibility, but also will embrace this Code positively and, in turn, communicate it positively within your Troop. The Council desires that Camps Manatoc and Butler continue to be high quality camping facilities and that the program is run in an atmosphere of safety, as well as being fun for all participating. The Outdoor Committee trusts that you share in that desire.

The Outdoor Committee also hopes that you will reinforce within your Troop concepts and ideals of appropriate conduct, which may not specifically be enumerated in the Code, which is illustrative only. This includes general attitudes and conduct toward other persons at camp. This would include not only words and actions, but dress as well. For example, military dress is not an authorized Boy Scout uniform and military-type games are not authorized activities.

Very truly yours,

Outdoor Committee

Camping Code of Conduct and Responsibility

Our primary goal of the Council at Camp is: **Personal Safety, and preservation of Property.** The basic rules governing the conduct of Scouts and Scouters at Camp Manatoc are the Scout Oath, the Scout Law, and the Golden Rule.

Scout Oath

On my honor, I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; To keep myself physically strong, mentally awake, and morally straight.

Scout Law

A Scout is: Trustworthy, Loyal, Helpful, Friendly, Courteous, Kind, Obedient, Cheerful, Thrifty, Brave, Clean, and Reverent.

Golden Rule

Do unto others, as you would have them do unto you.

With these lofty ideals in place and in mind, it is and should be unnecessary to further address Camp conduct and related responsibility in any detail. Several examples, however, will illustrate the application of these rules at camp.

*** Leadership**

Each unit must have a **minimum** of two adults, at least one of who is trained in the Scouting program and the Code of Conduct and Responsibility, and be present at Camp for the duration of the camping period.

The ratio of Scouts to adults is recommended not to exceed 10 to 1.

When Scouts and adults share a cabin, there must always be at least two adults in the cabin.

The Unit Leader must be 21 years of age or older, and all assistants must be 18 years of age or older.

Males and females shall sleep in separate tents.

No adults may sleep in the same tent as a child unless a parent-child relationship

*** Conduct**

Alcohol and illegal drugs are strictly prohibited.

Firearms, ammunition, fireworks, slingshots, projectiles, and sheath knives shall not be brought to Camp.

All forms of harassment, sexual or otherwise, are strictly prohibited. All forms of hazing are strictly prohibited.

The cutting of any standing tree or removal of bark is strictly prohibited.

No Scout or Leader should leave Camp for any reason without first notifying the Camp Director/Campmaster.

Campsite curfew is 10:30 p.m. Scouts may not leave their campsite areas between 10:30 p.m. and 6:00 a.m. without prior notification to, and approval by, the Camp Director/Campmaster.

*** Guests**

Advance arrangements, including approval and payment of fees, must be made for any Guest.

The Guest is subject to this code.

The Guest will be considered a "Scout" for purposes of this code.

*** Responsibility**

Scouts are responsible for their own actions.

Units are responsible for the actions of their Scouts.

The sponsoring Scout and Unit are responsible for any Guest and the Guest's actions.

In the event the actions of any Scout cause personal injury or property damage or loss, such Scout and the Scout's Unit shall bear responsibility therefore, including financial responsibility.

*** Smoking**

Smoking is prohibited by Scouts less than 18 years of age. Adults are not to smoke in front of scouts or minors. Smoking is also prohibited in buildings on camp property.

* **Reporting**

Any violation of this Code should be immediately reported to the Camp Director/Campmaster.

* **Searching**

When probable cause exists indicating a violation of this Code by any person, the Camp Director/Campmaster, together with the Unit Leader or another adult, if reasonably available, is/are authorized to conduct a search.

* **Removal from Camp**

The Camp Director/Campmaster has the authority to cause the removal from Camp of any one or more persons, or even an entire Unit, for conduct inconsistent with this Code, including any refusal to submit to a search. In the event of such removal, no fees shall be refunded.

* **Applicability** It is intended that this Code apply year-round to all camping.

It is intended that this Code apply to all persons, each of whom shall be considered a "Scout" for these purposes.

It is intended that this Code apply to all groups, each of which shall be considered a "Unit" for these purposes.

This Code is illustrative only, and does not constitute any limitation upon the authority of the Camp Director/Campmaster or Council to take such action, including present and future disciplinary action, as is deemed appropriate for the furtherance of personal safety and preservation of property, or to promulgate additional rules, regulations, policies, or procedures governing Camp.

ALL PERSONS AND GROUPS REGISTERING FOR/ATTENDING CAMP THEREBY AGREE TO COMPLY WITH AND BE BOUND BY THIS CODE, AND SPECIFICALLY CONSENT TO THE SEARCH POLICY SET FORTH ABOVE.

Additional Policies for Summer Camp

Provisional Scouts may attend camp, with leadership arranged by the Council Camp for an additional fee.

Camper fees do not cover camper accident insurance. If there is no unit accident insurance, Scouts and leaders must pay an additional camper accident insurance premium. Units must bring a copy of their policy, or a photocopy of the application and dated check. This applies if your Council does not cover your unit insurance.

Vehicles are to be parked in the two designated parking areas only (Adm.Bldg and Dining Hall lots). Travel on camp roads is permitted only as authorized by the Camp Director.

Shoes are to be worn at all times except while participating in swimming pool activities or while in bed.

Adults may use liquid fuels and liquid fuel burning equipment only. All liquid fuels must be stored in a locked storage facility administered by the camp.

All Scouts must have a completed physical and health form on file in the camp, no matter how long the duration of stay. All Scouters and adults in camp must have a medical form on file in camp. Individuals with personal health history forms only are not permitted to participate in any physical activities.

No one shall be denied admission to our camp or to the benefits of our United States Department of Agriculture Child Nutrition Program because of race, color, national origin, sex, handicap, or age.

The Council Outdoor Committee has banned all bicycles in camp, with the exception of full-time staff members that are employed during the summer and adult registered leaders. Approved helmets must be worn at all times. Speed limits are to be followed and bicycles are to be ridden only on the camp roads (no trails). No riding before dawn or after dusk.

Summer Camp is for registered Boy Scouts 11-18 years old and registered adults 18 years old and older. No siblings are permitted in camp during the week for any extended stay with exception of Parents' Evening on Wednesday night.

Section 3.

Health and Safety

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EMERGENCY PROCEDURES MANATOC RESERVATION

**FIRE, WEATHER, TORNADO, FLOOD, EARTHQUAKE,
CHEMICAL SPILLS, FIRST AID AND HEALTH, MISSING PERSONS, CHILD
ABUSE, WEST NILE VIRUS, TICKS**

GENERAL PROCEDURES

Any camp resident becoming aware of an unreported accident or other emergency shall, after complying with any first aid emergency directives promptly report the emergency to the nearest area leader, adult leader or to the Camp Director. Camp Director must be notified immediately.

Earthquake, Fire, Flood, Hazardous Spills, Weather, Tornado, etc.

Warning Signal (Siren) will sound. An all-clear signal (Siren) will be given when emergency is over.

All areas will close.

All campers to campsite immediately.

All campers must be prepared to follow the camp procedures that will be brought to each unit by messenger or Camp Staff.

Send help if requested.

FIRE EMERGENCY PROCEDURES

Follow BSA Fireguard Plan as posted at campsite. No open flames in tents. Do not smoke in tents.

For small fires in and around campsite - use water buckets, shovels, rakes to extinguish fire. If there is access to fire extinguisher use it.

Do not risk a life by trying to put out a large fire. Clear area of all campers.

Valley Fire Department is equipped and trained to handle this kind of emergency. Notify Camp office immediately. Valley Fire will be notified by Camp Director.

Follow **GENERAL PROCEDURES** as stated above.

Unit Leader should make sure all campers are accounted for and if not, notify Camp Director.

SEVERE WEATHER

All units will be advised as to severe conditions.

If in doubt -- move to low area or into a building.

Follow **GENERAL PROCEDURES** when warning signal is given, unless directed otherwise.

The Unit Leader is in charge of the unit and must make decisions on information provided by camp staff or in emergency situations.

If unit needs to seek shelter, the following plan is in effect:

Basswood to Basswood Cabin
Birchbark to Birchbark Cabin
Blue Spruce to Basswood Cabin
Buckeye to Bittersweet Cabin
Buena Vista & Beechwood to Buena Vista Cabin
Chestnut to Birchbark Cabin
Concord & Cottonwood to Concord Cabin-large side
Cypress & Cedar Point to Concord Cabin-small side
Dan Beard to Gillwell Lodge Dan
Boone to Dan Boone Cabins
Davey Crocket to Forester Cabin
Kiwanis to Kiwanis Cabin
Vale Edge to Vale Edge Cabin Valley
View to Valley View Cabin Valley
Forge to Vale Edge Cabin .Viking &
Voyageur to Legion Cabin Reserve
Site: V to Legion Lodge

TORNADO

When tornado approaches, your immediate action may mean life or death!

Each area will be advised as to tornado conditions by the camp staff.

Follow **GENERAL PROCEDURES** when warning signal sounds. All campers to their campsites unless instructed by camp staff to do otherwise.

If there is no time to escape, move away from the tornado's path at a right angle. Lie flat in the nearest depression such as a ditch or ravine.

A **TORNADO WATCH** means tornadoes are expected to develop.

A **TORNADO WARNING** means a tornado has actually been sighted.

ENVIRONMENTAL SPILL EMERGENCY

Ordinarily environmental contamination at the Manatoc Reservation would be limited to spills of petroleum and/or fires at the various oil wells and pumping units. Noticeable spills of oil should be reported to the Camp Director immediately.

Fires should be reported as in any fire emergency.

Staff member will be assigned to that area to keep everyone clear of the site.

Camp Director will notify Camp Ranger.

EARTHQUAKE SAFETY MEASURES

Earthquakes are normally instantaneous, with no warning given.

If earth begins to tremble, all swimmers from pool area will be removed immediately. All boaters on lake will be instructed to evacuate the lake and the immediate area and go to high ground away from dam.

Follow GENERAL PROCEDURES

Staff members will be assigned to specific areas to assess any damage. Units at this point may be asked to help in checking the campground. Please assist when asked, otherwise, remain in campsite.

Unit leaders should report any visible damage (cracks in earth, fallen power lines, fires, downed trees in campsites, etc.) to Camp Director.

All areas will remain closed until area has been deemed safe to resume normal activities.

CHILD ABUSE

Report any incidents of sexual abuse (i.e., genital contact, etc.), mental neglect or physical abuse to the Camp Director.

Camp Director will immediately report any incidents to the Council's Scout Executive and be guided by his advice in handling the incident.

Unit Leader should remain available as needed.

LOST INDIVIDUAL (CAMPER) EMERGENCY

Once a camper, unit leader, parent or staff member suspects that a person or persons are missing, either from their campsite, program area or program activity, the Camp Director is to be notified immediately.

The Camp Director or his assignee will immediately notify the Camp Ranger or his designee and the Camp Director, informing them of the possibility of a missing/lost person or persons.

First, it is important to remember that statistically at Camps Manatoc and Butler missing individuals are not usually missing. In fact, 99.8% of the time the following is true:

- A. The individual lost track of time.
- B. The individual because of social conflict wants to be missing.
- C. The individual is homesick, etc. and ends up at home or plans to go home.

Second, the most important thing to remember is that an individual is normally not lost until four (4) hours have lapsed since the time he was going to be somewhere. Although factors may accelerate this process (i.e. darkness, weather).

Keeping all this in mind, the Camp Director or designee will follow the proceeding steps:

A. Collect all personal information:

- 1. Name
- 2. Age -
- 3. Height
- 4. Weight
- 5. Clothes last seen in
- 6. Eye color
- 7. Hair color
- 8. Last known location or direction headed

B. Send Unit Leader to Troop for a meeting with troop members. Unit Leader is to collect additional information and report information back to the Camp Director:

- 1. Anything from above list that isn't answered.
- 2. Was person homesick?
- 3. Was person being picked on?
- 4. Did he seem depressed?
- 5. Where might he go?
- 6. What was his favorite part of camp?
- 7. Anything else that might be helpful.

- C. The staff **will** conduct a hasty search. This should include main facilities, roads, trails, program areas, or areas which the individual liked.
- D. Camp Director will notify Park Service and Summit County Sheriff's Office of a possible missing person.
- E. Unit Leader is to make sure someone from the unit stays at the campsite. Check area around the campsite.
- F. Notify parents and ask for someone to remain at the residence in case person shows up. Find out if this has ever happened before. Parent might also know of a place where the person may be going.

AFTER FOUR (4) HOURS

After four (4) hours have lapsed Camp Director will make sure all areas which the individual could have returned to are checked (campsite, program areas, home, etc.)

The next step is to conduct a line search. The Camp Director or designee will coordinate the line search. Program areas may be closed at this point to utilize an entire camp search.

Units at this point may be asked for assistance. Parent will be kept advised through all the steps.

The Camp Director or designee will notify Park Service and ask them to conduct a thorough search of their areas.

The Camp Director or designee will notify Summit County Sheriff's Office and advise them of the serious nature. At this point, the search may be turned over to them.

UNIT LEADERS HEALTH AND SAFETY CHECKLIST

Compiled by John N. Schuetz, M.D.
Regional Health and Safety Specialist

1. We use HEALTH AND SAFETY GUIDE (BSA No. 4409B) as reference in planning our program.
2. We have regular (monthly) meeting place inspection (using BSA form No. 6140). We urge our sponsor to correct violations.
3. Since the use of tobacco products is not only harmful to our health but is also a potential fire hazard, no one smokes during our unit meetings, outdoor activities, and in vehicles used for transportation.
4. We don't use open flames in tents, snow shelters, RV's (e.g. candle - catalytic heaters).
5. We don't start and feed wood and charcoal fires with liquid fuel. We don't burn materials that could explode or emit noxious fumes (e.g. Styrofoam). We use the Fireguard Plan (No. 3691) as a guide concerning fire drills and storage of liquid fuels.
6. Personal Fitness is one of the aims of the Boy Scouts of America, and therefore is an essential part of our program. All our youth and adult members follow and promote good health habits (exercise, diet, etc.).
7. Transportation safety is stressed by our unit. We file Tour Permits in advance (at least 10 days for Local Permits and 30 days for National Permits).
 - a. We don't travel in convoy.
 - b. We don't overload cars.
 - c. We use seat belts and shoulder harnesses.
 - d. When trucks are used, (even on short trips) passengers are only in the cab.
 - e. We enforce requirements for "Qualified Drivers."
8. When bicycling, we wear protective helmets, avoid busy roads, and use "Bike Trails" if available. We obey the "Rules of the Road." We travel only during daylight, in single file, and with the traffic. We operate our bikes "defensively," with the assumption that many motorists think, "we don't belong on the road."

9. The Safe Swim Defense Plan is strictly enforced by us even during unit outings. If an unknown waterfront appears too dangerous to us, we would rather forego the use of it than endanger life. The Safety Afloat Program is also followed by us in water activities. All our leaders are qualified and carry a Safe Swim Defense Commitment Card (No. 4243).

10. "Totin' Chip" training is part of our program. Members of our unit use tools (knives, axes, and saws) in a safe manner. They are not considered playthings.

11. The Buddy System is used by our members not only in swimming, but also other water sports, winter activities, and hiking. We use designated trails and set up prearranged rest stops with our entire group.

12. We try to avoid walking on highways, but if we do it by necessity, we walk against the traffic in a single file line, on the shoulder, and wearing something highly visible on our right knee.

13. A roster of our participants, with updated phone numbers of their next of kin, is always with our accompanying leaders for emergency purposes.

14. A First Aid Kit is part of our unit equipment. The majority of our leaders and youth (ages 13 and up) are qualified in American Standard or Advanced First Aid and CPR.

15. Sexual Abuse of children and adolescents is an ever-increasing concern to us. To develop preventive attitudes toward such situations, we do the following:

a. We have two adult leaders present at all our unit activities.

b. We discuss with our members the various precautionary methods a young person can use to make him/herself less vulnerable to sexual molestation.

c. With the involvement of the parents, and (if so desired) with the assistance of outside experts in the field, we use the video "A Time to Tell" (AV-09V004), with our Boy Scouts and Explorers. This video is available from our local Scout Council Office.

FIRE PROTECTION

Each Scout should be instructed in the danger of fire to persons and property. All fires start small. Quick action is necessary. Fire extinguishers and fire buckets are distributed throughout the camp. Each tent should have two full buckets of water at all times. In cases of fire, notify the Camp Ranger, or the Administration Building.

Note: HEALTH AND SAFETY UPDATE is a service to our professional and volunteer leaders. Please share this information with your volunteers through roundtables, training courses, district and council meetings, and possibly your Council newsletter.

UNAUTHORIZED AND RESTRICTED ACTIVITIES UNDER BSA AUSPICES

Compiled by John N. Schuetz, M.D.
Regional Health and Safety Specialist

1. All-Terrain Vehicles (ATV's):

The use of motorized all-terrain cycles (three or four large soft tire "cycles") is not authorized by the BSA.

2. Aviation:

The following are unauthorized: hang gliding, microlite and ultra light flying, experimental aircraft flying, parachuting, hot-air ballooning, and power aircraft in-flight training. Orientation flights are permissible (Flying Permit Application #10-118 must be approved in advance by the local council).

3. Boxing and Martial Arts: Boxing, karate, and related martial arts

(except judo) are prohibited.

4. Chain saws and Mechanical Log-Splitters:

May only be authorized for use by trained individuals (18 years old or older) who use proper protective gear and comply with local laws.

5. Fireworks:

Sale of fireworks as a fundraising or money-earning project is not authorized. Firecrackers are dangerous, causing thousands of injuries (including blindness) in the United States. Therefore, they have no place in the Scouting program. Only certified and licensed operator under the strictest precautions allows the use or display of fireworks.

6. Football:

Varsity team and interscholastic or club football competition and activities are not part of the BSA authorized programs.

7. Motorized Speed Events and Demolition Derbies, which include motorcycles, boats, drag racing and related events, are prohibited.

8. Rodeo Events:

It is unauthorized to participate in amateur or professional rodeo events, and council or district sponsorship of rodeos is also prohibited.

9. Exploration of abandoned mines:

This is an unauthorized activity. The hundreds of abandoned mines, especially coal mines, scattered across the American countryside represent a risk of serious injury or death.

10. Motorized personal watercraft (Jet Skis) is not an authorized program.

11. Hunting Policy:

While hunting safety is part of our curriculum, hunting is not a Cub Scout or a Boy Scout activity. However, this policy does not restrict Venturing Crews that conduct hunting trips or special adult hunting expeditions, providing adequate safety procedures are followed and that all participants have obtained necessary permits and/or licenses from either state or federal agencies. If hunter safety education is not required prior to obtaining a hunting license, successful completion of the respective state voluntary program is required before participating in such activity.

12. "War Games:"

The activity commonly referred to as "War Games" where individuals shoot paint dye at one another is unauthorized as a BSA program.

13. Parade Floats and Hayrides:

The BSA rule prohibiting the transportation of passengers in the backs of trucks can be tempered when using flatbed trucks for parade floats or hayrides. Be sure that leaders in your council follow these steps to prevent accidents:

- Whether seated or standing, the Scouts must be able to hold onto something stationary.
- The participants must not get on or off the truck while it is in motion.
- The participants' legs should not hang over the side of the truck when they are seated.
- Transportation to and from the parade or hayride site is not allowed on the truck itself.

CAMPER IDENTIFICATION

All persons on camp property during the summer camp season will wear a form of identification. Campers and adult leaders will wear wristbands issued during the check-in procedure on Sunday afternoon. Staff members will be wearing staff shirts or ID's to distinguish them from other people on camp property. All visitors (with the exception of Wednesday family night) must sign in and out at the Administration Building. The visitors will receive wristbands to be worn while in camp.

ENCOUNTERS WITH WILDLIFE

Safety Around Animals at Camp

Welcome to the Manatoc Scout Reservation, which covers approximately 620 acres. The two camps, Butler and Manatoc, offer a wide range of exciting adventures including the opportunity to observe many types of birds, fish, and other wildlife. Throughout the two camps you will see numerous animals, especially squirrels, chipmunks, and common birds. Undoubtedly the chance to observe a raccoon, a turkey, a deer, a hawk, an eagle, or maybe even a skunk, will provide lifelong memories.

Animals often will be an exciting part of your adventures. Seeing them in their natural habitat is always a pleasure, but it is wise to remember that they are the permanent residents of the camp, while you are a visitor. Treat them with respect, give them enough space so they'll not feel threatened by your presence, and they'll seldom present a threat to your safety. When an animal feels frightened, threatened, or trapped, it may fight for its life by attacking, scratching, and biting. If an animal injures you, seek treatment quickly. A doctor must determine whether rabies treatments will be necessary.

Each animal that lives and roams throughout the Manatoc Reservation has its own characteristics and patterns of behavior. All wild animals, however, are drawn to food. If an animal doesn't find abundant food, it will move on. Most conflicts between people and wildlife are linked to careless handling of food or garbage. **In a word, therefore, avoiding trouble with wildlife comes down to *food* and how you safeguard it.** Learn to live responsibly with wildlife.

Young wild animals sometimes stray from their parents and appear to be lost or abandoned. In most cases, however, the parents know where the youngster is. "Taking in" apparently lost or abandoned young usually does more harm than good. Wild animals are best left in the wild. If an animal is obviously sick or injured, notify the camp ranger.

General Wildlife and Habitat Stewardship

Hike on designated trails only.

Keep a clean campsite.

Keep food and "smellables" out of your tent.

Do not feed wild animals.

Never approach or follow wild animals.

Do not attempt to take photographs of wild animals unless you can do so without disturbing them or altering their behavior in any way. This is best accomplished by using a zoom or telephoto lens. (Causing an animal to move away from you is an example of altering their behavior.)

Avoid aggressive behavior:

- Throwing objects at or taunting an animal
- Direct eye contact, even through a camera
- Walking directly toward an animal
- Following an animal that has chosen to leave
- Circling or standing around an animal

Don't mistake passive behavior in an animal as a sign that you are safe around that animal.

Never tease or attempt to pick up wildlife.

Leave young animals alone; a protective mother is usually nearby.

Stay away from dead animals and berry patches, important food sources for bears.

If a potentially dangerous animal is sighted, immediately notify the Camp Ranger or Camp Director.

Mosquitoes at Camp

There are many different types of mosquitoes. The *Culex pipiens* mosquito (the common house mosquito of the U.S.) has been identified as the carrier of West Nile virus. This particular mosquito feeds on infected birds and then bites humans. The symptoms of infection often include rapid onset of headache, high fever, disorientation, tremors, and convulsions. In only the most severe and rare cases is paralysis or death a result.

The most common breeding environment for this type of mosquito is stagnant water found in old tires and metal drums or containers. The Manatoc Reservation has been inspected for such conditions and they have been removed. Additionally, screened windows and doors of buildings have been repaired as necessary.

Precautions

To reduce the risk of mosquito bites, health authorities recommend

- Minimizing outdoor activities between dusk and dawn.
- Wearing long-sleeved shirts and long pants, whenever spending time in likely mosquito habitats such as woods or wetlands.
- Using an insect repellent containing DEET, according to label instructions. In no case should DEET be sprayed directly onto children's skin.

Rodents

Rodents are the primary carriers of *Hantavirus*. It is believed that Hantavirus as well as the agents of several other diseases is carried in the urine, feces, and saliva of deer mice, rabbits, beavers, and possibly other wild rodents. A person contracts Hantavirus by coming into contact with rodent feces, urine, or saliva, or items that have been contaminated by them. Exposure frequently occurs when a person breathes dust from dried rodent feces and urine, especially when the dust is raised by sweeping. This illness is not suspected to be spread from one person to another.

Precautions

- Do not feed or entice any rodent or rabbit species into your camp.
- Do not catch, play with, or attempt to hand-feed wild rodents.
- Avoid contact with all sick or dead rodents and rabbits.
- Report infested areas to the Camp Ranger or Camp Director.
- Before hiking, treat pants, socks, shoe tops, arms, and legs with insect repellents to guard against fleabites.
- Wet down areas to be cleaned before mopping or sweeping them.

Ticks

Ticks are small, hard-shelled bloodsuckers that bury their heads in the skin of warm-blooded animals. Protect yourself whenever you are in tick-infested woodlands and fields by wearing long pants and a long-sleeved shirt. Button your collar and tuck the cuffs of your pants into your boots or socks. Inspect yourself daily, especially the hairy parts of your body, and immediately remove any ticks you find.

If a tick has attached itself, grasp it with tweezers close to the skin and gently pull until it comes loose. Don't squeeze, twist, or jerk the tick, as that could leave its mouthparts in the skin. Wash the wound with soap and water and apply antiseptic. After dealing with a tick, thoroughly wash your hands. See a physician for any tick that has been attached to a human being for 48 hours or more.

Warning! Tick Season!

Please use the following precautions:

- Wear light-colored clothing.
- Stay on trails and not in areas of high brush.
- Wear clothing tucked in.
- Spray a repellent containing 20 to 50 percent DEET around shirt and trouser cuffs.
- Wear long-sleeved shirts.
- Check yourself and fellow campers for ticks.

Bee and Wasp Stings

Scrape away the bee or wasp stinger with the sterilized edge of a knife blade or a needle. Don't try to squeeze the stinger out of the skin. That will force more venom into the skin from the sac attached to the stinger. An ice pack may reduce pain and swelling.

Foxes

The fox, the smallest member of the dog family, is a highly adaptable species that inhabits mostly forest, chaparral, and desert regions but can be found in nearly all habitats. Foxes feed on mice, voles, rabbits, birds' eggs, fruit, large insects, and carrion. Foxes are more solitary in their habits than are others in the dog family. They are territorial and can be aggressive, especially during the breeding season. Their once-a-year breeding season corresponds with the availability of food. Both the red fox and the gray fox mate in February or March, bearing young in April or May.

Foxes move around mostly at night, but are sometimes seen foraging during the day. An indication of a well-used trail is fox scat, which has a distinctive skunk like odor (as foxes do themselves). **Do not touch fox scat.** Foxes carry intestinal parasites that lay their eggs in the fox's intestines. These eggs are excreted in the scat and they can infect humans.

Red foxes, known for their cleverness, have the largest range in North America. They are born underground, where they stay for the first few weeks of their lives. An adult has reddish-orange fur, is the size of a small dog, and has a thick bushy tail in winter. The *gray fox*, a little smaller than the red fox, is the only member of the dog family known to climb trees. If not using a hollow tree, the female, like the red fox, may dig her den into soil or enlarge the burrow of a rabbit.

The shy, fast-running *kit* or *swift fox* lives mostly in the Great Plains of southern Canada and the northern United States. It is about two-thirds the size of the red fox, weighing only about 5 pounds. The kit fox is protected by the California Department of Fish and Game and is currently listed as endangered by the State of California and the U.S. Fish and Wildlife Service.

Precautions

Even though they are in the dog family, foxes are wild animals and NOT pets. Foxes are at risk to carry rabies. Campers must, therefore, observe these precautions:

- Do not approach a wild fox. Observe the animal from a distance.
- Do not hand-feed or attract foxes to the campsite by leaving food scraps.
- Do not touch fox scat.
- In urban areas, cubs are often born under garden sheds. Do not go near the den.

Bats at Camp

Bats are among the wide range of wildlife typically found at camps. Their presence does not necessarily create a dangerous situation, but they should be avoided. Many bats are infected with rabies and some have been known to carry a virus. The buildings at the Manatoc Reservation are regularly inspected for evidence of the presence of bats. Consistent with Department of Health recommendations, bat proofing takes place whenever needed. This includes sealing openings, screening windows and doors, etc. Camp personnel will take necessary steps to remove bats, using prescribed techniques of the Department of Health.

For questions about handling incidents, or to immediately report those that may require rabies treatment, immediately notify the camp ranger, camp health officer, or camp director, so that they can take appropriate measures, including calling the local health department

Managing Bat-Related Incidents

- Campers should never attempt to have contact with bats at any time.
- The presence of bats should be reported to adult leaders as soon as possible.
- In the unlikely event .a camper comes into direct physical contact with a bat, especially if the camper is bitten, report it to the Camp Health Officer immediately.
- Camp Director or Camp Ranger should report all bat-related incidents to the health department.

Protect Our Campsites and the Animals

- Keep site clean and remove trash to dumpsters frequently.
- Clean tables, fireplaces, grills, and areas around them; leave no scraps of food.
- Clean all cooking and eating utensils.
- Do not leave food of any kind inside or outside your tent.
- Do not eat food in your tent.
- Do not dump fat drippings or food scraps in your fireplace, on the ground, or in the woods.
- Do not place food to attract raccoons,
- Store all food properly as instructed.

Diseases Associated with Wildlife

Wild animals are susceptible to various infectious and parasitic organisms capable of causing disease. Human health may be harmed by direct contact with the animals or organisms.

General Precautions

- Do not feed wild animals or in any way encourage them to visit your campsite. > Keep a clean campsite.
- Do not approach any wild animal.
- Do not approach or handle any wild animal that appears sick or is acting in an abnormal manner, even if it shows no fear of your approach.
- Stay away from dead animals.
- If you have come into direct contact with a wild animal, wash' your hands thoroughly before eating, drinking, or touching the hands of another person.
- Do not touch animal scat.
- If you become sick shortly after being in contact with a wild animal, notify your Scouting leader and/or camp health officer; if you have returned home, tell your parents and ask to see your doctor.

Rocky Mountain Spotted Fever

Rocky Mountain spotted fever most frequently strikes spring and summer campers and hikers who are exposed to certain species of hard ticks. Early symptoms include headache, chills, and fever. A rash appears on the extremities about the third day, initially localized on the wrists, hands, and ankles, then spreading to most of the rest of the body. Although it was first recognized in the Rocky Mountain region, the disease is now found in nearly all states. Virginia accounts for a large percentage of reported cases. If the disease is diagnosed early, Rocky Mountain spotted fever can be treated effectively. A vaccine is available but is not ideal for campers and hikers exposed for only several days.

Lyme Disease

The deer ticks responsible for the spread of Lyme disease are very small, no larger than a sesame seed. They are most active in the summer months. The first symptom is a bull's-eye rash around the bite location. This rash or spot expands over the next several days. The rash is followed by flulike symptoms of fever, headache, muscle and joint aches, plus fatigue. If the tick is removed from the body within 24 hours, the chance of the tick transmitting Lyme disease is reduced.

The best way to avoid Lyme disease is to avoid tick-infested areas, especially in the summer. Deer ticks are most often found in wooded areas and nearby shady grasslands.

- Wear light-colored clothing so that ticks on clothes can easily be seen.
- Tuck pants legs into socks or boots.
- Tuck shirt into pants.
- Walk in the center of trails to avoid grass and brush.
- Inspect your body often and thoroughly.

Tularemia

Tularemia can be contracted from direct contact with an infected animal, from handling or eating insufficiently cooked meat (usually rabbit), through the bite of an infected tick or fly, or from drinking contaminated water. It is most commonly transmitted to humans from infected rabbits, primarily cottontails and jackrabbits. Rabbits with tularemia behave oddly, run slowly, are unable to raise their heads, and usually can be captured easily. Rodents, such as beavers, muskrats, and voles, are also susceptible to tularemia. Ticks account for most of the transmissions of the disease to hikers and campers.

Symptoms appear between two and 10 days after exposure.. Symptoms include an open ulcer at the bite site, swollen glands, and, if the bacteria were ingested, throat infection.

Rabies

Rabies is a viral disease that affects the central nervous system. It occurs in all warm-blooded animals with the possible exception of opossums. Wild animals including skunks, foxes, bats, and raccoons are the main carriers of rabies. The skunk has the highest rate of infection. Rabid animals are the source of infection for other animals and people. Rabies is usually transmitted by infected saliva on broken skin or abrasions.

The signs that an animal is rabid vary depending on the animal and the stage of the disease. Suspect rabies if a skunk is wandering around without fear of dogs or humans. Be especially careful if the skunk chases dogs, cats, or humans or is near buildings during daylight hours. Bats show little sign of the disease. Of farm animals, cattle are most often infected with rabies. When infected, cattle may wobble, bellow, yawn, or drool. Dogs may become affectionate and crave attention or try to hide in a dark secluded area. Dogs may resist restraint and attack any object in their path. Both dogs and cows may appear to have foreign objects in their throats. All animal bites should be immediately and thoroughly cleansed and checked by a physician. The incubation period for rabies varies from two weeks to several months depending on the size and location of the wound. Head and neck wounds may have a shorter incubation period than wounds on other extremities. In addition to animal vaccines, a human vaccine is available but mostly recommended for high-risk individuals such as veterinarians. If you are bitten at camp, get a good description of the animal and notify the camp ranger as soon as possible after taking care of your medical needs. Wash the wound with soap and water, detergent and water, 43 percent to 70 percent ethanol, quaternary ammonia, or tincture of iodine. Contact the camp physician immediately.

Hantavirus

See "Rodents."

WEST NILE VIRUS

The West Nile Virus is present in some mosquitoes in the State of Ohio and this includes our area. Wear clothing that will protect the skin and also use a mosquito repellent that contains Deet.

In your campsite, empty the fire buckets daily. This will help prevent the breeding of mosquitoes.

Acknowledgments and Additional Resources

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Boy Scouts of America

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Boy Scouts of America

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National Park Service

United States Department of the Interior

United States Department of Agriculture

Section 4.

Before Camp

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Camp Dates and Camp Fee Structure

Camp Dates

Seven (7) camping periods are available at Camp Manatoc:

Week 1	June 19	to	June 25
Week 2	June 26	to	July 2
Week 3	July 3	to	July 9
Week 4	July 10	to	July 16
Week 5	July 17	to	July 23
Week 6	July 24	to	July 30
Week 7	July 31	to	August 6

Basic Fees

1. Site Reservation and Maintenance Fee - \$50.00: Non-refundable, non-transferable deposit fee required at the time of registration along with the reservation form completed by each unit. This fee may be rolled over each year to reserve a site.
2. Basic Fee - \$190.00 if paid prior to one week before the unit is scheduled for camp. Troop Cooking - \$120.00 per Scout.
3. Late Fee - \$200 per Scout if paid from Monday before camp to the day of camp. Troop Cooking - \$130 per Scout.
4. Great Trail Council Scout Camper Early Bird Fee Discount - \$170.00 per week if paid prior to May 23, 2005. Troop Cooking - \$110.00 per Scout. ***This is for Great Trail Council Units only.***
5. Leader Fee - Two (2) leaders free per unit. Cost for each additional leader is \$85.00 per leader per week. Patrol Cooking leaders no charge.
6. Refunds - Because most of the camp fees are actually spent prior to the unit arrival at camp for food, salaries, and program supplies refunds will be made on the following conditions: No refunds will be made for "no-shows" or for campers leaving camp early. All other requests for refunds must be **made in writing** to Tom Leet, Director of Camping Services, Great Trail Council, **no later than two weeks after the end of your week of camp.** **A \$30.00 processing fee will be deducted from refund per individual. Scoutmaster and/or Troop Committee Chairman must sign all requests for refunds.**

Camp fees cover food, program and health supplies, and camp staff services. Fees cover only a part of the cost of operating the camps. Additional financing comes from the proceeds of the popcorn sales, Friends of Scouting, United Way, and other Council income sources. This subsidy amounts to approximately 30% of the total cost of our camps.

Other Fees

Cots:	\$5.00 (Limited number available at the Adm. Bldg.)
Horses:	\$25.00 for Horsemanship merit badge (Adm. Bldg.)
Meal Tickets:	\$4.00 Breakfast \$5.00 Lunch (Adm. Bldg.) \$6.00 Supper
Motor boating:	\$5.00 Gas and motor fee. (Adm. Bldg.)
Provisional Camper Fees:	\$190.00 (\$110.00 for the second week)
Order of the Arrow:	\$30.00 Ordeal (Fees paid at Buena Vista Cabin) \$15.00 Brotherhood
Pictures:	\$6.00 (5 X7) Purchased from the photographer at time of setting.
Rifle:	\$0.50 Maintenance fee for 10 shots. (Trading Post only)
Shotgun:	\$1.00 Five shells and clay pigeons. (Trading Post only)

The Council will handle any questions and payments for summer camp reservations only.

Great Trail Council
1601 South Main Street
P.O. Box 68
Akron, Ohio 44309
Phone (330) 773-0415
1-800-844-7268
Fax (330) 773-4084

Suggestions for Pre-Camp Preparations

By the Scoutmaster:

1. Inject the topic of Summer Camp into the Troop meetings. The new Scouts learn about Manatoc and are eager to attend, and it also revitalizes the older Scouts.
2. Show the camp promotional video (available at the Council Office).
3. Invite a youth member of the Order of the Arrow to come to a Troop meeting to talk about summer camp experiences.
4. Talk with each Scout who is uncertain about his attendance at Camp Manatoc. Use members of the Troop Committee to help where concerns exist. If necessary, you or a committee member should discuss this with the parents.
5. Plan fundraisers for the Scouts to earn the money needed for summer camp.
6. Collect the fees from each Scout and submit total fees to the Great Trail Council Service Center. No fees for the first two adults.
7. **Every** participant (Scouts AND Adults) must have a completed health form. See page 4-8 for complete information.
8. Collect all the health forms prior to coming to camp. Check thoroughly and ascertain that each form has been properly completed. If not completed correctly, **have them corrected before coming to camp.**
9. Bring the completed health forms for every participant (Scout and Adult) to camp on Sunday when you check in.
10. Complete two (2) copies of the Troop Roster before you leave for camp. One is for you and one copy is for the use of the Camp Director.
11. Meet with each Scout and plan his program according to his needs and desires. Each Scout should plan his merit badge work and complete parts of them before coming to camp. Set up a schedule for each badge the Scout is working on. The merit badges to be offered at camp are listed in Section 6. Also included in this section is a schedule for Tenderfoot, Second Class, and First Class skills being taught. **Have Scouts complete all paperwork required for the badges prior to camp. Some badges require extra equipment. Check the list carefully so Scouts are prepared when they arrive at camp.**
12. Have the blue merit badge cards filled out and signed by the Scoutmaster prior to the first scheduled class time. The same will hold true for any merit badges not scheduled at specific times. The Scout is to give the merit badge blue card to the Counselor.

13. With your Patrol Leader's Council, plan your Troop program. A schedule of camp activities has been provided to assist you in your planning. The Camp Staff is available to assist you in making your stay at camp a most pleasurable experience.
14. Inform your Scouts of the customs and traditions of Camp Manatoc.
15. Check with the Troop Committee on transportation to and from camp.
16. Hold a parent's meeting to explain summer camp, fees, medicals, leadership, items needed, Parent's Night, etc. Inform parents that troop photos will be taken at camp on Sunday afternoon. Scouts should be in proper Class A uniform. Take orders and collect money prior to camp. The fee is \$6.00 for a 5 X 7 photo.
17. Give each parent the address of Camp Manatoc, your Troop Number, and the name of your campsite.
18. Secure additional leaders to come to camp. Two-deep leadership is a minimal requirement at all times.
19. Invite parents to camp on Wednesday evening for Parent's Night (5:00 pm - 9:30 pm). Decide if your Troop and parents are going to eat in the Dining Hall on Wednesday evening or if your Troop will be having a covered dish dinner supplied by the parents at your campsite. If eating in your campsite, it would be a good idea to have parents bring folding chairs. Tables will not be delivered to the campsites for picnics. Remind the parents that Retreat will be prior to supper at 5:40 pm.
20. Tickets to eat in the Dining Hall Wednesday evening should be purchased on Sunday during check-in at the Administration Building (Use the form in Appendix B). Ticket price is \$6.00 per person. A meal cannot be guaranteed for anyone-not purchasing a meal ticket on Sunday. This fee is for visitors only, not campers staying all week.
21. A program is planned for the parents on Wednesday evening. Program begins at 8:15 PM at the Parade Deck Pavilion. You may receive additional information on this during check-in on Sunday.
22. Stay tuned for Council bulletins about camp.
23. Read this manual thoroughly. If you don't find the answers to your questions, check with the Great Trail Council Service Center.
24. Attend the 10-day pre-camp leader's meeting at camp. Bring along your SPL.

By the Scout (under age 18):

1. Tell your Scoutmaster you are planning on attending Summer Camp.
2. Pay your camper fee to your Scoutmaster.
3. Have your parent complete the Personal Health and Medical Record (Form #34414). Your parent must sign and date it. This form must be redone each year.
4. You must have a medical evaluation form signed by a physician within the last 36 months. If you need one, have your parent schedule a visit to the doctor for a medical evaluation.
5. Give these medical forms to your Scoutmaster before your Troop goes to camp.
6. You must have had a tetanus shot within the last 10 years. If not, schedule an appointment to get one.
7. Plan what skills or merit badges you are going to work on at camp. Discuss this with your Scoutmaster.
- 8. Do all the paperwork necessary for the badges before coming to camp.**
9. Get a list of what to bring to camp from your Scoutmaster. Start collecting these items now.

By Assistants and Committee Members:

1. With the Scoutmaster and Patrol Leader's Council, plan your Troop's program.
2. Tell the Scoutmaster you are going to camp to assist in the troop and to provide the two-deep leadership required.
3. Talk to the Scouts and encourage them to come to camp for a super, fantastic time.
4. Volunteer to drive to and from camp.
5. Assist the Scoutmaster with the parent's pre-camp meeting.
6. Encourage the parents to come to camp on Wednesday for Parent's Night.
- 7. Work with the Scouts on fundraisers, pre-camp work on badges, activities, skills, etc.**
- 8. Give your leader's fee to the Scoutmaster.**

Sunday Afternoon Check-in

The following may be used to plan your check-in at Camp. Please keep in mind that the camp is closed from Saturday afternoon to Sunday afternoon. Any Scouts coming to Camp for two consecutive periods will be asked to follow this same procedure the opening day of each period. The troop as a whole must remain together throughout this check-in period.

The gates will open at 11:00 A.M. and check-in starts at 1:00 P.M.

1. It is suggested that the Troop arrive between 1:00 and 2:00. This will give your Troop time to get settled in and complete the medical rechecks, swimmer's test, camp traditions, and Troop photos.

It is suggested that your whole Troop show up to camp in their Class-A uniforms. This way, you can get your Troop photograph out of the way early (many troops tell their Scouts to wear their swimming suits under their uniform, so as to be ready for the swimmer's test).

All vehicles will be parked in one of two parking lots: Dining Hall, or the Administration Building. Vehicles will be allowed to take the Troop equipment to the parking lot nearest the campsite and then the vehicle is to be moved to one of the two parking lots prior to 6:00 pm on Sunday.

Please do not drive vehicles into the campsites.

2. Upon arrival the Scoutmaster will meet with the Camp Administrator at the Administration Building to do the following:

- Turn in Troop Roster.
- Turn in names of Scouts not yet in Camp..
- Turn in Camper Release forms.
- Provide count of visitors for Wednesday supper plus money for guests if eating in the Dining Hall (form is in Appendix B).
- Provide Troop Accident Insurance information, if your Council does not provide it for all units.

3. During check-in at the Administration Building you will receive:

- A folder to put your medical forms in - these will be turned in at the Health Lodge.
- A folder with miscellaneous camp forms (Newsletters, welcoming letter, etc.).
- An index card to be given to Dining Hall Manager for seating purposes.
- Fireguard Plan - - to be filled in and posted on your campsite bulletin board.

4. A Camp Staff Guide will be assigned to your Troop. He or she will greet your unit at the Administration Building and will work with your Senior Patrol Leader to help your Troop through the check-in process. The guide will also remain with your Troop for part of the afternoon.

From the Administration Building, you will go to the following stations:

- Butler Memorial for your troop photograph (in full uniform)
- The Health Lodge for medical rechecks. After this, the guide will escort your unit to the pool for swim checks.
- Dining Hall for a brief orientation to Camp Traditions and to pick up cleaning supplies including broom, toilet brush, toilet paper, pine oil for latrines, and trash bags. Turn in index card and any special dietary needs to the Dining Hall Manager. You will receive your table assignment during this time.

5. After all stations have been completed, the unit should return to their campsite to unpack, set up camp, and change into their Class-A uniform prior to dinner. All Scouts and Leaders should wear the Class-A uniform to dinner and Retreat each evening.

- Time permitting, during the afternoon, explain the Retreat ceremony.
- Emphasize the importance of upholding this dignified and solemn tradition (see Section 1).

6. At 5:15 pm the Camp Emergency Broadcast System (siren) will sound. All Scouts are to remain in their campsites. The emergency letter is to be read when all Scouts are accounted for in your campsite.

7. At 5:30 pm send waiters to the Dining Hall. Older Scouts should be waiters for this meal. For every other meal, waiters should report to the Dining Hall 20 minutes before the meal.

8. Dinner is served at 6:00 P.M. Directions for the evening activities will be given at this time. Retreat Ceremonies will commence after the dinner.

9. Troops line up on the Parade Field for Retreat. On Sunday, a member of the staff will march with your unit to help you.

10. After Retreat, there will be a Senior Patrol Leader's meeting at the Parade Field Shelter. Remind your SPL to bring paper and pencil to take notes.

- During this time, the rest of the troop will be doing camp orientation. They will depart immediately following Retreat. All first and second year campers are required to attend.
- All others are strongly encouraged to attend.

11. At 9:45 pm, a campfire will be held in the Council Ring. All units are invited. Traditions of Manatoc will be emphasized.

- 10:30 pm is campsite curfew. Quiet time.
- 11:00 pm: Lights out.

12. Your final meal in camp will be Saturday morning breakfast.

13. Departure time should be scheduled prior to 10:30 am. Be sure drivers are notified to come to camp Saturday morning.

Health Forms

Each participant MUST have a Personal Health and Medical Record Form

34414

Class 1 - Updated annually for all participants less than 40 years of age. Signed and dated for the current year. For Scouts less than 18 years of age, form must be signed by parent or legal guardian (dated for the current year).

Class 2 - Required once every 36 months for all participants under 40 years of age: filled out, signed, and dated by a Licensed Medical Practitioner. Either the Class 2 is filled out or a copy of the medical exam completed by a Licensed Medical Practitioner within the last 36 months is attached to the Personal Health and Medical Record.

Form 34412

Class 3 - For adults 40 and over. This form must be completed within the past 12 months. Includes a health examination by a Licensed Practitioner within the past 12 months.

****Tetanus Shot** - Everyone must have had a Tetanus shot within the past 10 years**

Note: A copy of the Health Forms is available in Appendix B.

Troop Photographs

All troops are requested to have their pictures taken whether ordering pictures or not. Unit pictures are placed in a summer camp photograph album.

Troops are encouraged to wear their uniforms to camp so they can get their pictures taken immediately upon arrival. Pictures are taken at the Butler Memorial.

An order form is in the appendix of this manual. Fill it out ahead of time. Collect money prior to camp. An envelope will be given to units ordering pictures. Place the order form and money inside the envelope; fill out the mailing address on the front of the envelope. Give the envelope to the photographer at time of sitting. Pictures are color 5 X 7 and are \$6.00 each. Cash or checks only. Make checks payable to Tammy Brooks. Photos will be ready before you leave camp. If not, they will be mailed. Photos taken by Tammy Brooks.

Note: A copy of the Troop photograph order form is available in Appendix B.

The Best of Success

Success is a state of mind. If you want success, start thinking of yourself as a success. Joyce Brothers

No one can make you feel inferior without your consent. – Eleanor Roosevelt
Positive thinking is reacting positively to a negative situation. - Bill Havens
All my successes have been built on my failures. – Benjamin Disraeli

If I were asked to give what I consider the single most useful bit of advice for all humanity it would be this: Expect trouble as an inevitable part of life and when it comes, hold our head high, look it squarely in the eye and say, "I will be bigger than you. You cannot defeat me." – Ann Landers

Like what you do, if you don't like it, do something else. - Paul Harvey

We become like our environment, and our environment becomes like us. Everything around us molds and shapes us. So it is important to choose our environment with care; one that is positive, one that lifts us up and gives us wings to soar.

Always do more than is required of you. – George S. Patton

Don't be afraid to fail. Don't waste energy trying to cover up failure. Learn from your failures and go on to the next challenge. It's OK to fail. If you're not failing, you're not growing. – H. Stanley Judd

Remember you will not always win. Some days, the most resourceful individual will taste defeat. But there is, in this case, always tomorrow - after you have done your best to achieve success today. – Maxwell Maltz

No man fails who does his best ... – Orison Swett Marden

Life is a classroom in which each of us is being tested, tried and passed. Robert Thibodeau

Happiness does not come from doing easy work but from the afterglow of satisfaction that comes after the achievement of a difficult task that demanded our best. Theodore I. Rubin

There is no right way to do something wrong. -- Unknown

It's the job that's never started that takes the longest to finish. -- J. R. R. Tolkien

You cannot teach a man anything. You can only help him to discover it within himself. Galileo Galilei

Our greatest glory is not in never falling, but in rising every time we fall. — Confucius

Section 5.

Your Unit at Camp

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About our Staff

We have collected a group of outstanding Scouts and Scouters in various areas of the camp program to assist you, the Scout Leader, in making possible a truly great camping experience. These young men and women have been chosen for their outstanding ability or skill in some particular phase of camp operation; but over and above this, they were chosen because of their experience in Scouting. They love and believe in the Scouting program, just as you do, and they are making personal sacrifices to be a part of it, just as you are. They are human, too. They will make mistakes and errors in judgment, as do we all, but they will be honest mistakes and honest errors; with your help, they will avoid making them again.

Camp Commissioner

The commissioner is a person who is familiar with the traditions of Camp Manatoc. You can expect a visit from your commissioner on a periodic basis beginning on Sunday. Please share with him or her any questions, concerns, or compliments that you or your Scouts may have.

Dining Hall

Seating assignments are made on Sunday afternoon during check-in. Table assignments remain the same all week. Scouts remain outside prior to each meal until the bell is sounded. Scouts then enter door closest to their table. Staff members are assigned to some tables. Unit leaders need to split up so there is at least one adult at every table.

Waiter Duty - each unit must assign Scouts to serve as waiters. One waiter is needed for each table for every meal

except Tuesday supper and Wednesday Supper. Waiters report to the Dining Hall 20 minutes before the meal. The Steward will instruct the waiters to wipe down the tables then proceed to get plates, cups, and food. The waiter has the responsibility of setting the table. After each meal, the waiter must remain to clean his unit's table. The Steward directs the overall clean up. Each waiter needs to do the following:

1. Scrape all scraps on plates onto one platter. Stack plates and sort silverware. Empty scraps on platter in garbage cans.
2. Don't take any dishes to the dish room until instructed to do so by the Steward.
3. Separate silverware and take to the dish room when told to do so.
4. Wash tables thoroughly.
5. Stack chairs on tables and sweep the floor under and around your table.
6. Waiter should then stand at his table as a sign to Steward that he is ready to check out.

Food

Qualified cooks prepare and cook the food in our historic Dining Hall. The meals will be nutritious and balanced according to our daily needs. Please discourage Scouts from bringing junk food to camp. Scouts, parents, and guests visiting camp for short periods of time or overnight may join their Scouts for meal(s) in camp. The cost of meals is as follows:

<i>Breakfast</i>	\$4.00
<i>Lunch</i>	\$5.00
<i>Dinner</i>	\$6.00

Our Food Service needs at least a three-hour notification for extra meals. Meal tickets can be purchased at the Administration Building.

Health Lodge

The Health Lodge will have a person available 24 hours a day to handle emergencies. All injuries must be reported to the Health Lodge immediately. Under no circumstances shall any Scout or Scouter administer self-treatment. No internal medicines (aspirin, Tylenol, etc.) will be dispensed. All prescription drugs (including those needing refrigeration) are to be stored in lock boxes (these will be provided during check-in). Exceptions are given for a limited amount of medication for life-threatening conditions (bee stings, heart medications, inhalants). The Scout should have only what he needs for that day. Scouts that are being sent home before the regular closing day of camp are requested to be checked out at the Administration Building. After Monday, there will be no refunds for Scouts sent home on account of health conditions.

Mail

Outgoing mail can be given to the camp clerk **in** the Administration Building. It is mailed at noon every day. Incoming mail will be placed in the troop's mailbox. The camp address:

Scout's Name
Troop number and Campsite
Camp Manatoc
1075 Truxell Road
Peninsula, Ohio 44264
Phone (330) 657-2592
Fax (330) 657-2490

New Boy in Camp

Care should be taken for the new camper. Too many times his first experience at camp is his last because of the way he is treated by his leader and fellow Scouts. Homesickness should be reported to the Camp Director so special care can be arranged. Hazing or initiation of Scouts in any form violates Scout policy as well as state law and **WILL NOT BE TOLERATED**. The old plan of hazing and rookie initiation went out with the abacus. It never contributed to a boy's character training or development. It is the unit leader's duty to see that each new Scout has a healthy, happy, and constructive time at camp.

Phone Messages

Phone messages for Scouts and Leaders will be placed in the Troop's mailbox, which is located in the Administration Building. Emergency phone calls will be delivered as soon as possible (no later than the next scheduled meal).

A phone for local calls is located on the front porch of the Administration Building. It is available for Scouts and adults in camp. However, Scouts must have written permission from their unit leader to use this phone. Phone cards for long distance calling may be purchased in the Trading Post.

Scouts are not ^{to} bring cell phones to camp. Electricity is not provided for charging the cell phones.

Camp phones are not to be used by Scouts, Scouters, or adults in camp. Phone lines in camp are not provided for Internet use regardless of the time of day.

Pool

The pool has shower facilities for Scouts, men, and women. They are open 24 hours a day. In accordance with youth protection guidelines, adults and Scouts are prohibited from entering each other's shower area.

As a unit leader, you can help prevent your Scouts from losing or misplacing items at the pool. **Discourage your Scouts from taking money or any valuables to the pool.** This includes watches and expensive sunglasses. Camp Manatoc staff is not responsible for lost, stolen or misplaced items.

Release of Campers -

All parents/legal guardians should fill out a Release of Camper Form prior to camp. Any Scout leaving camp during the week must have a signed form on file in the camp office. The policy and form are in Appendix B.

Site Cleanup and Inspection

Each morning, the troop should inspect their site for health and safety as well as tidiness. Guidelines for this inspection are in Appendix B. The leader should post the proper inspection tag on their site bulletin board. Additional tags are available at the Administration building. See camp clerk.

Each troop will be issued a broom, toilet brush, goggles, and gloves during Sunday check-in. These items need to be returned to the Dining Hall on Saturday morning. Toilet paper and pine oil can be secured from the Dining Hall.

Before any Scouts or unit leaders use pine oil, they must be informed of the Right to Know policy and safety procedures for handling pine oil.

Trading Post

The Trading Post is located across the road from the Dining Hall. It is operated for the convenience of the campers. The Trading Post will offer a wide range of items needed at camp.

Trading Post Hours:

Sunday afternoon	1:00-5:00
Monday Morning	8:30-9 (MB supplies))
Mornings	9:00-12:00
Afternoons	2:30-5:00
Evenings	7:30-9:00
Parent's Night	7:15-9:00
Closed Friday Evening	
Saturday morning	9:00-10:00

Troop Organization

The best organization for the summer camp experience is the best organization for any outing: your existing patrols. This is not always possible due to attendance; however, many Leaders find that they must reorganize their troop into "Summer Camp Patrols." This is not as devastating to existing patrol spirit if it is done well in advance of camp. The new patrol will have the chance to develop a spirit of their own. This also gives the new patrol leader some "on the job" training. Be sure that each patrol brings a patrol flag, along with the Troop Flag.

Retreat Procedures and Expectations

Each day, as we lower our flag for the night, we take time to honor our country and the memory of our founder by performing the Retreat ceremony. This ceremony has remained virtually unchanged since the founding of our camp. As such, all campers and staff are expected to attend to Retreat with the highest ideals of scouting at work! Retreat begins when all units have assembled on the Parade field, facing the Butler Memorial. At the appointed time, the Program Director will call the camp to attention. The Retreat then progresses through three distinct stages: **Unit Reports, The Colors, and Pass and Review.**

Unit Reports

After the camp has come to attention, the Program director will say "Unit Leaders report." At this time, the Senior Patrol Leader, or some other Junior Leader will step to the front of the troop line, salute, and say, "Troop _____, all present and _____ accounted for, sir!" Any report other than the above will result in the penalty of no returned salute from the Program Director. After all units have reported, the Program Director will call "Parade Rest."

The Colors

After all have reported, the memorial staff will face the flag. Now, the Program Director will say, "Bugler, sound off!" At this time, the bugler will play, after which the cannon will sound. At the sound of the cannon, all will come to attention, and salute the lowering flag. When the flag is off the pole, the Program Director will call, "Two!" Then, all may drop their salute.

Pass and Review

After the flag is lowered, the memorial staff will return to the Butler Memorial and face the camp. The Program Director will instruct the camp to be at "Parade Rest," and will call "Camp, Pass and Review." After this call, the troop on the farthest left, facing the Memorial, will march around, through the staff, and up towards the memorial, following the well-worn marching trail. All other troops will follow. Just before the Butler Memorial, there is a white stone in the ground, at this stone, the flag-bearer will dip his flag, and all others will salute. Past the Memorial is a second stone, which is the signal to raise the flag and lower the salute. REMEMBER! It is during this ceremony that troops are judged for the next day's Retreat Banner, so it is important that all troops be on their best behavior at this time. The above procedures are long-standing traditions at Camp Manatoc. The Program Director or the Camp Director will deal with any disrespectful or unruly behavior. Troops, which display such behavior, will be removed from the formation at the discretion of the Memorial staff, under the direction of the Program Director. Let's all maintain the dignity of this ceremony and respect the memory of our camp's founder, H. Karl Butler, in style.

Troop Campsite Equipment

Camp Manatoc provides BSA regulation size wall tents with wooden platforms. These are intended for two people per tent. This includes the adults. Unit leaders are responsible for the inspection of the tents upon arrival on Sunday. Staff will inspect the tents on Saturday and any costs for damage noted will be billed to the Scout Unit.

The following equipment will be provided for each campsite (any additional equipment, including extra tents for over capacity ratings, will be the responsibility of the Unit):

- A. Two (2) leader cots per site. Rental cots will be available for \$5.00 (Non-refundable) through the Adm. Bldg. Unit will be billed for cots not returned or damaged
- B. One (1) tent per two (2) people per site.
- C. One (1) picnic table per sixteen (16) people except when patrol feeding.
- D. One (1) dining fly per sixteen (16) people.
- E. One (1) flagpole per site
- F. One (1) bulletin board per site.
- G. One (1) campfire ring per site.
- H. One (1) trash can per site. Trash will be picked up Tuesday and Thursday. The unit should handle any other trash needs.
- I. Two (2) fire -buckets per tent, and four (4) fire buckets per tarp or dining fly.
- J. One (1) broom per site.
- K. One (1) toilet brush per site.
- L. One (1) hose per site.
- M. Toilet paper and trash bags.
- N. Patrol cooking Troops should bring their own patrol cooking boxes and equipment.
- O. Wood will be delivered as needed for patrol cooking units. Units not patrol cooking should make arrangements to pick up their own wood.
- P. All equipment needed should be brought to camp by the unit. Example: cooking utensils, pots, pans, dishpans, extra tarps, tents for storage or single occupancy, extra cots for anyone and extra tables or chairs for parents.

Uniform

We request that Scouts wear the Class A Uniform (usually the complete summer uniform) to dinner, evening retreat, and after 5:30 p.m. on parent's night. The Class B uniform consists of a Scouting T-Shirt along with Scout shorts and socks, and is appropriate at other times, according to the unit leader's discretion. Shoes are required in all areas of camp (including the lake), with the exception of the pool, shower area, and the Scout's tent.

Visiting Hours

Scouters, parents, and friends of Scouting are welcome to visit Camp Manatoc on Wednesday evening. Wednesday Retreat will be at 5:40 p.m. Supper follows at 6:00 p.m. and the evening program starts at 8:15. p.m. on the Parade Deck. Troop leaders will be asked to give a guest count at Check-in on Sunday to allow our cooks to be properly prepared. The unit may also wish to plan a covered dish dinner on Wednesday evening instead of eating in the Dining Hall (please advise the Camp Director of this on Sunday). All visitors coming to camp other than on Wednesday must check in at the Administration Building upon arrival at camp. Visitor night ends at 9:30 p.m.

Volunteer Staff Leaders

The Great Trail Council will have a number of summer camp staff positions available for experienced Scouters who have either the whole summer or only a week or two available. The responsibility is much the same as those positions during the rest of the year: helping boys, either directly or through their leaders, to have a great experience at camp.

You can expect a rewarding experience with the Scouts you will help in your area.

Send in your application to the Great Trail Council Service Center and we will contact you and advise you of your acceptance and dates of service.

What to Bring List

[See Appendix B (B-1)]

2 Leader cots per site are provided for adults.

(Cots are not provided for campers)

Scout Uniform	Scout Handbook	
Pencil/Paper	M.B. Pamphlets	
Pack	Sweatshirts	
Hats	Shirts	
Pants-long/short	Rain Gear	
Jacket	Swim Suit	
Pajamas	Pillow .	
6 pr. underwear	6 pr. socks	
Tennis Shoes	Heavy Shoes	
Toothbrush	Toothpaste	
Soap	Deodorant	
Wash Cloth	Towels	
Shampoo	Shower Shoes	
Cot	or	Air Mattress
(3) Blankets	or	Sleeping Bag
Bible/Prayer Book		Flashlight
Prescription Drugs		First Aid Kit
Insect Repellent		(Lotion Only)
Sunscreen Lotion		Spending Money
Completed Health Form (Personal Health and Medical Record)		

Written paperwork for badges to be finished at camp

Materials needed to complete merit badges

OPTIONAL MATERIALS

Fishing Equipment	Camera
Postcards	Stamps
Combination Lock	Cook Kit
Compass	Watch

Section 6.

Merit Badges

and

First Year Skills

- Merit Badges at Camp 6-1
- Prior to Camp 6-1
- Merit Badges Offered at Camp - 6-2
- Merit Badges-Individual Basis 6-3
- Overview of Merit Badges 6-4
- First Year Emphasis Schedule 6-9
- Great Quotes from Great Leaders 6-10

Merit Badges at Camp

While summer camp advancement is important, it is by no means the most important aspect of why Scouts come to camp. Too many badges will make camp seem like school. It is important that units plan their agendas carefully to include activities that are both advancement oriented as well as fun. Boys that have fun stay in Scouting.

Camp Manatoc should not be viewed as a merit badge factory where Scouts or troops compete to see how many badges they can get. Instead, the camp offers merit badge instruction as one of many program opportunities to choose from.

Advancement programs offered at camp are to support your unit's own advancement program. They are an addition, not a replacement. Advancement can and should occur year round, not just at camp. Let camp be your Scouts' reward for work already done.

Most, if not all first year campers belong in the morning First Year Emphasis Program. Merit Badges can come later after the boy has mastered the basic Scouting skills.

No Scout should attempt more than three (3) merit badges per week. Some may argue this point. We will not. Scouts can sign up for as many badges as they want within reason, but will they appreciate the time and effort spent if they fail in reaching the objective? What does it cost a Scout in trying for five (5) badges in a week?

Camp Manatoc offers around 45 Merit Badges. This is provided not to see how many each Scout can accomplish but to offer a wide variety so that every Scout should be able to choose a couple of badges of interest.

Prior to Camp

- Have the Scout decide on a merit badge or badges to work on. A brief review of all badges offered at camp is listed on the following pages.
- The Scout should obtain and read the merit badge pamphlet.
- The Scout needs to do the prerequisites and gather all materials needed.
- Do the written merit badge work at home. Camp is not the ideal setting for writing reports, etc.

Make sure the Scouts bring the right equipment for each specific merit badge.

Merit Badges Offered at Camp

Scheduled Badges (Monday-Friday) 2005

<u>Time</u>	<u>Merit Badge</u>	<u>Location</u>
9:00	Archaeology (Two Hours)	Forester Lot
	Archery (Two Hours)	Archery Range
	Camping	Outdoor Skills
	Climbing	Tower
	Emergency Preparedness	Outdoor Skills
	Environmental Science (Two Hours)	Nature Hut
	Fish and Wildlife Management	Nature Hut
	Horsemanship (Two Hours)	Ranch
	Mammals	Nature Hut
	Motorboating	Lake
	Pioneering (Two Hours)	Outdoor Skills
	Rifle Shooting (Two Hours)	Rifle Range
	Rowing	Lake
	Shotgun Shooting (Two Hours)	Shotgun Range
	Swimming	Pool
10:00	Camping	Outdoor Skills
	Climbing	Tower
	Rowing	Lake
	Small Boat Sailing	Lake
	Soil and Wafer Conservation	Nature Hut
	Swimming	Pool
	Wilderness Survival	Outdoor Skills
11:00	Archery (Two Hours)	Archery Range
	Canoeing (Two Hours)	Lake
	Climbing	Tower
	Emergency Preparedness	Outdoor Skills
	Environmental Science (Two Hours)	Nature Hut
	Horsemanship (Two Hours)	Ranch
	Lifesaving (Two Hours)	Pool
	Motorboating	Lake
	Oceanography	Nature Hut
	Orienteering (Two Hours)	Outdoor Skills
	Reptile and Amphibian Study	Nature Hut
	Rifle Shooting (Two Hours)	Rifle Range
	Shotgun Shooting (Two Hours)	Shotgun Range
Wilderness Survival	Outdoor Skills	

<u>Time</u>	<u>Merit Badge</u>	<u>Location</u>
12:00	Climbing Mammals Personal Fitness Small Boat Sailing Space Exploration	Tower Nature Hut Outdoor Skills Lake Outdoor Skills
2:30	Climbing Energy Medicine Weather	Tower Nature Hut Health Lodge Nature Hut
7:30	Fishing (Monday & Tuesday only) Hiking (Monday and Tuesday only) Metalwork (Monday, Tuesday & Thursday)	Lake Outdoor Skills Trng Lodge Pavilion

Merit Badges done on an individual basis

All Handicraft badges and a few of the Nature badges are unscheduled.

Scouts meet with the counselor to set convenient times.

<u>Merit Badge</u>	<u>Location</u>
Art	Handicraft
Basketry	Handicraft
Indian Lore	Handicraft
Leatherworking	Handicraft -
Pottery	Handicraft
Sculpture	Handicraft
Woodcarving	Handicraft
Astronomy	Nature Hut
Bird Study	Nature Hut
Forestry	Nature Hut.
Geology	Nature Hut
Insect Study	Nature Hut
Plant Science	Nature Hut

The Nature Hut will be located in Forester Lodge

Handicrafts will be near the Trading Post

Overview of Merit Badges offered at Camp Manatoc

* - Denotes Eagle Required Badges

Archaeology is a badge for the older Scout interested in learning about the archaeological process. The Scout will participate in helping to excavate an archaeological site in camp. Req. #4, 10, & 11 may be completed prior to camp.

Archery is a badge that focuses on teaching basic archery safety and rudimentary shooting skills. *A scout with no shooting experience should not attempt this badge.* The Scout will learn how to make a bowstring and an arrow (materials will be provided for this). The Scout should plan on spending his afternoons at the Archery Range to practice and to qualify for the shooting requirements (see requirement 5).

Art is recommended for those interested in art. All requirements can be fulfilled while at camp. Materials are provided, although a Scout should come prepared with pencil and paper. An excellent merit badge for the first year camper.

Astronomy is a good merit badge for Scouts interested in the constellations. The Scout needs to attend the night nature hike during the week of camp. This is a very time-consuming badge; Req. #5 & 6 can be done before camp. If he has them, the Scout should bring star charts and pamphlets. Night observations are required to earn this badge.

Basketry is for Scouts who like hands-on merit badges. The Scouts are to weave 3 projects: Square basket, Round basket, Seat for a campstool. Materials may be brought to camp or purchased at the Trading Post.

Bird Study is a badge that enables a Scout to learn about our fine-feathered friends. While at camp, the Scout will be required to spend some time observing birds and preparing a field notebook (see requirements 5 and 6). Before camp, the Scout is encouraged to fulfill the options for requirements 7 & 8.

Camping introduces a Scout to the planning and preparation required for a campout. Before camp, the Scout should review Req. 1 & 2. Doing

requirements 3,4,5,7,8 and especially 9a before camp will make it much easier to earn this badge at camp. The Scout should be prepared to present his gear for an overnigher for inspection. Bring a sleeping bag, ground cloth, tarp, and a backpack.

Canoeing is a very challenging merit badge and it is recommended the Scout be at least 13 yrs. of age. In order to attempt this badge, the Scout must first pass the swimmer's test. He needs to bring swimming trunks, along with **shoes and a shirt that will get wet.** Before camp, the Scout should review the first aid cases in requirement 1). Scouts should have all CPR training completed prior to arrival at summer camp see Req. 2. CPR training **will not** be given at summer camp. 2). Before camp, he should review Safety Afloat (see requirement 4a). The Scout should be at least a third year camper, or a second year camper with canoeing experience. The Scout should also plan on spending his afternoons at the lake to practice his strokes.

Climbing enables a Scout to learn the art of climbing and rappelling. In order to attempt this badge, the Scout must be at least 13 years old. Before camp, the Scout should review the first aid cases in requirement 1. Scouts should have all CPR training completed prior to arrival at summer camp. CPR training **will not** be given at summer camp.

***Emergency Preparedness** explores the proper ways to react to accidents and emergencies. *Before attempting this badge, the scout must already have earned First Aid Merit Badge.* He should prepare his emergency pack before going to camp (see requirement 8c), and he should be familiar with the situations presented in requirement 2a & 2b. He should plan on spending one afternoon outside the merit badge session to complete an emergency drill (see requirement 8). Req. 6b & 6c prior to camp helpful.

Energy introduces a Scout to all the different forms of energy and to the energy resources of the world. Prior to camp, the Scout should do requirements 5, 6 and 7.

Environmental Science teaches basic environmental concepts, and shows why we need to be conservation-minded. This merit badge requires a great deal of time, as it deals with numerous experiments and projects. Scouts are encouraged to bring 2-liter pop bottles to camp to complete these experiments.

Fish and Wildlife Management explores the many ways to examine and preserve wildlife. Before coming to camp, the Scout should be familiar with the first four requirements. Extra time outside of the merit badge session may be needed to complete the projects (see requirements 5, 6, and 7). Req. 8 prior to camp helpful.

Fishing is offered for the Scout who enjoys relaxing by the lake. The Scout should bring his own fishing equipment. During the week, the scout must catch two different kinds of fish (see requirement 9). He should also be familiar with the parts of a reel (requirement 2) and the knots listed in requirement 4. To satisfy requirement 9, Scouts will cook their fish at Outdoors Skills area or at the Lake (location will be announced).

Forestry is a badge that teaches a Scout how to maintain a tree population. It also shows the benefits of preserving natural resources. Before coming to camp, the Scout should be familiar with requirements 3, 4, and 6. In addition, the Scout is encouraged to begin his notebook before coming to camp (see requirement 1).

Geology is a badge that explores the physical properties of the earth. Before coming to camp, the Scout is encouraged to familiarize himself with the first four requirements. He should also do requirement 12 before coming to camp.

Hiking may be used in place of swimming or cycling merit badge for the rank of Eagle. A Scout working on this badge at summer camp will work on the preliminaries of the badge and not the actual walking requirements.

Horsemanship will be offered for those Scouts who are at least second year campers. Preference will be given to the older Scouts. There will be a \$25 fee to take this badge. This charge helps to offset the rental of the horses. Before camp, the Scout should review the requirements and the merit badge book. He should also plan on setting aside some afternoon times during the week to

practice his riding. Scouts should bring long pants *and boots with a heel*.

Indian Lore focuses on Indian wisdom, practices, and crafts. This badge has a higher level of difficulty than the other handicraft badges. Report on an Indian tribe (2 pages) can be finished before coming to camp. Any crafts a Scout can bring to camp are encouraged.

Insect Study is a badge that is offered on an individual basis. Before coming to camp, the Scout should be familiar with requirements 1, 2, 4, and 6. He is encouraged to complete his insect collection before camp as well (see requirement 3). He should also do requirements 7 and 9 before camp. Arrangements for meetings can be made with the Ecology Director.

Leatherwork is a good merit badge for the first or second year camper. The badge covers instruction in leather care, stamping, tooling, and braiding, as well as leather identification. Scouts should come prepared with a leatherworking kit (knife pouch, wallet, belt, etc.) or be prepared to buy one at the trading post.

Lifesaving is an intense merit badge that explores the ways to save a water victim. Before attempting this badge, the Scout needs to be a First Class Scout, or have successfully completed Second Class requirements 7a-7c and First Class Requirements 9a-9c. He needs to bring the **following items that will get wet:** swim trunks, shoes, socks, pants, belt, and a long-sleeve button-down shirt.

Mammal Study is a good badge for a first or second year camper. Before coming to camp, the Scout should review requirements 1 and 2. Considerable time will be spent outside the merit badge session in observation of mammals (see requirement 3a or 3b) unless the Scout chooses to write a simple history of a mammal (requirement 3c).

Medicine is a merit badge offered on an individual basis. The Scout **must be 14 years old** and the First Class rank (No Exceptions). The Scouts will be assisting in the Health Lodge to fulfill requirements 7A and 10. The amount of time spent in the lodge will be between 4-8 hours. Req. #1 could be completed prior to camp.

Metalwork is a new badge at camp designed to introduce the Scout to the world of metalworking. This badge will work closely with the blacksmithing program. Preference will be given to the older Scout.

Motorboating is offered for the older Scouts. The Scout must be at least 14 years old to take this badge. There is also a \$5 fee for gasoline for the motors. The Scout must pass the swimmer's test before attempting this badge. Before coming to camp, the Scout should review laws concerning motor boating (see requirement 4). Also before camp, the Scout should review the first aid cases in requirement 1. Scouts should have all CPR training completed prior to arrival at summer camp. CPR training **will not** be given at summer camp.

Oceanography is designed to introduce a Scout to the four major branches of oceanography and to learn about the various properties, characteristics, and topography of the ocean. The Scout will also learn about some plants and animals found in the ocean. Requirement 8 may be completed before camp.

Orienteering is a merit badge that teaches a Scout to use a compass and a map to find his way. A Scout who attempts this badge needs to have already passed his map and compass skills for Second Class and First Class. An afternoon may be required to run compass courses. Scout should have an orienteering compass with base plate.

***Personal Fitness** is a required merit badge for the rank of Eagle Scout. The Scout should begin a fitness program prior to camp. Review the requirements carefully.

Pioneering is a merit badge that goes beyond learning basic knots. A Scout who attempts this badge needs to have **already earned his knot and lashing requirements for Tenderfoot, Second Class, and First Class**. Before camp, he should **practice the knots listed in requirement 3**.

Plant Science is a badge that is offered on an individual basis. Arrangements for meetings can be made with the Ecology Director. In order for the badge to be earned at camp, the Scout must complete requirement 8 before camp. A unit

leader can verify completion of this requirement. The Scout is also encouraged to complete requirement 3 before camp. *This badge requires an extensive amount of time.*

Pottery is a badge that allows a Scout to work with his hands. The Scout should be prepared to get dirty on Monday, as he goes on a search for Manatoc clay. Projects and drawings can be completed during the week at camp. A visit to Hale Farm or another ceramics plant should be completed before coming to camp (unit leader's signature is needed for verification).

Reptile and Amphibian Study allows a Scout to learn more about snakes, lizards, salamanders, frogs, and many other creatures. In order to earn this badge at camp, the Scout must keep and observe at least one reptile or amphibian for at least one month (See Req. # 8). Before coming to camp, the Scout should also be familiar with Req. # 1, 3, 5, 7, and 10.

Rifle Shooting focuses on teaching basic rifle safety and rudimentary shooting skills. Scouts will need an average of \$5 to \$10 to purchase rifle tickets (tickets available at the trading post). Scouts will complete requirement 2 under option A (modern cartridge type) only. The shooting requirement is challenging: 10 targets, 5 of which must have three shots close enough to be covered by a quarter, and 5 of which must have all 5 shots score 8 or higher. First year campers with no previous shooting experience are strongly discouraged from attempting this badge. *No personal rifles and no personal ammunition are to be brought to camp.*

Rowing is a good merit badge for a Scout who has not yet earned any other lake merit badges. The Scout needs to pass the swimmer's test in order to attempt this badge. He needs to bring swimming trunks, along with shoes and a shirt that will get wet. Before coming to camp, he should review Safety Afloat (see requirement 4). Also before camp, the Scout should review the first aid cases in requirement 1. Scouts should have **all** CPR training completed prior to arrival at summer camp (See Req. # 2). CPR training **will not** be given at summer camp. 2). He should plan on spending his afternoons at the lake to practice his strokes.

Sculpture is a badge that has projects, but no written work. The Scout should come prepared on Monday to get a little muddy as he searches for Manatoc clay.

Shotgun Shooting focuses on teaching basic shotgun safety and rudimentary shooting skills. Scouts will need an average of \$15 to \$20 for ammunition to fulfill the shooting requirement. Scouts must hit 24 of 50 targets (48%). Scouts should be at least a third year camper or a second year camper with previous shotgun shooting experience. *No personal guns and no personal ammunition are to be brought to camp.*

Small Boat Sailing is a good badge for a Scout with previous boating experience. The Scout must pass the swimmer's test in order to attempt this badge. Before coming to camp he should review Safety Afloat (See Req. 4a). Also before camp, the Scout should review the first aid cases in Req. # 1. Scouts should have all CPR training completed prior to arrival at summer camp (Req. # 1b). CPR training **will not** be-given at summer camp. 2). He should plan on spending extra time at the lake to improve his sailing skills. Recommended age is 13 yrs. old.

Soil and Water Conservation is an in-depth badge that explores ways to prevent erosion and pollution of our environment. Before coming to camp, the Scout should be familiar with requirements 1, 2, and 6. The Scout should plan on spending one afternoon minimum-outside of the merit badge session on two projects (See Req. # 7).

Space Exploration is a badge that allows Scouts to build and launch a model rocket and to learn about developments in space research. Rockets and tickets for the engines will be on sale in the Trading Post. For safety precautions, no Scout is permitted to have possession of an engine until the day of the launches; the counselor will pass out all engines to the Scouts. The Scout will need to spend one afternoon outside of the merit badge session to launch his rocket.

***Swimming** is offered for Scouts who have attained the rank of First Class, or have successfully completed Second Class

requirements 7a-7c and First Class requirements 9a-9d. Before attempting this badge, the Scout must first pass the swimmer's test. The Scout must bring the following clothes that **will get wet**: jeans, socks, shoes, belt, swimming trunks, and a long-sleeved button-down. shirt. Before camp, the Scout should. review the first aid cases in Req. # 1. Scouts should have all CPR training completed prior to arrival at summer camp (See Req. # 2). CPR training will **not be** given at summer camp.

Weather is a badge that enables a Scout to examine the environment. Before camp, the Scout should read and be familiar with the first five requirements. To satisfy Req. # 8, he should plan on keeping a daily weather log while at camp (See Req. # 8a). In order to satisfy Req. # 9, the Scout could review the emergency procedures in the leaders manual and explain them to the troop (See Req. # 9a).

Wilderness Survival tests a scout's outdoor skills. Before coming to camp, the Scout should make his survival kit (See Req. # 5). He should also familiarize himself with the survival situations in Req. # 1 through 4. The Scout should also come prepared for an overnighiter; he will build his own shelter and sleep in it (See Req. # 8 and 9). *It is strongly recommended that the Scout earn Camping Merit Badge before attempting this badge.*

Woodcarving offers instruction in wood identification, safety with tools, and carving methods. Two projects are required (See Req. # 6 and 7). A sharp pocketknife is mandatory, and a sharpening stone is encouraged. Scouts who wish to finish this badge at camp should bring a planed, flat board (about 1 ft. by 1 ft.) for a relief carving. Neckerchief slide kits can be purchased at the Trading Post. *The Scout must have a valid Totin' Chip card before attempting this badge.*

*** - Denotes Eagle Required Badges**

First Year Emphasis Schedule

We realize that a boy's first summer in Scouting is the most pivotal. Most of the requirements for Tenderfoot, Second Class, and First Class can be completed while the Scout is at summer camp. As we have done the past several summers, we are offering two methods for Scouts to advance in rank.

Option 1

This option is for the true first-year camper. It is geared toward the boy who has made little or no progress on his badges. Under this option, the Scout will be in this area all morning from 9:00 a.m. to 12:30 p.m. We are doing this because:

- Having a block of three hours, we can get more in-depth with subjects such as orienteering, woods tools, and pioneering.
- Scout will be exposed to the other program areas at Camp Manatoc.
- Eliminates excessive paperwork and administrative time.

Scouts in Option 1 must bring; Boy Scout Handbook, Pen and pencil, spiral notebook, water bottle for hiking, personal first aid kit, small backpack or fanny pack for hiking, rain gear for hiking, proper footwear, compass (optional) and Scout knife (optional), other Scout Outdoor essentials

Option 2

This option is for the Scout who has completed most of the work toward First Class and is ready to work on merit badges. Each afternoon a Scout just needs to go to the First Year Emphasis Area and meet with one of the counselors on any of the skills needed for advancement.

Monday:	Open Area - Tot'n'Chip
Tuesday:	Open Area - Fire m' Chit
Wednesday:	Open Area
Thursday:	Five-Mile Hike and Open Area
Friday:	General Assistance as needed

Under this option, a Scout could take merit badges in the morning and finish his requirements for First Class in the afternoon.

Scoutmasters-The First Year Emphasis staff is available for any assistance to your Troop.

Great Quotes from Great Leaders

Personally, I'm always ready to learn, although I do not always like being taught.
Winston Churchill

It's not whether you get knocked down, it's whether you get up. – Vince Lombardi
Winning is a habit. Unfortunately, so is losing. – Vince Lombardi

The best thing about the future is that it comes only one day at a time. – Abraham Lincoln

Every problem has in it the seeds of its own solution. If you don't have any problems, you don't get any seeds. – Norman Vincent Peale

Example is not the main thing in influencing others. It is the only thing. -- Albert Schweitzer

Aim for the highest. – Andrew Carnegie.

Blessed is he that expects nothing, for he shall never be disappointed. - Benjamin Franklin

All our dreams can come true - if we have the courage to pursue them. – Walt Disney

The only limit to our realization of tomorrow will be our doubts of today. – Franklin D. Roosevelt

I never think of the future. It comes soon enough. – Albert Einstein

Nothing great will ever be achieved without great men, and men are great only if they are determined to be so. – Charles De Gaulle

First ask yourself; What is the worst that can happen? Then prepare to accept it. Then proceed to improve on the worst. – Dale Carnegie

When you're afraid, keep your mind on what you have to do . . . if you have been thoroughly prepared, you will not be afraid. – Dale Carnegie

Anyone who stops learning is old, whether at twenty or eighty. Anyone who keeps learning stays young. The greatest thing in life is to keep your mind young. – Henry Ford

If everyone is thinking alike then somebody isn't thinking. – George S. Patton, Jr.
Always do more than is required of you. – George S. Patton, Jr.

Leadership: the art of getting someone else to do something you want done because he wants to do it. – Dwight D. Eisenhower

Section 7

Special Programs

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Aquatic Programs

It is the responsibility and high priority of the aquatics staff to provide assistance and training to the unit leadership. Although most units are quite capable in this regard, many are not and all can benefit by participating in the training activity of conducting a unit swim or boating activity while at summer camp. The adult leader provides "Qualified Supervision" for unit swimming and boating activities. Manatoc's aquatics program affords an excellent opportunity for training and preparing unit leaders for aquatic activities. Keeping with its responsibility we've outlined the following programs that we offer.

T/A 98's Three-Tier Program:

(Trained in Aquatics, **9** points of Safety Afloat & **8** points of Safe Swim Defense)

Tier 1-Basic Training in Aquatics

This course is designed to provide unit leaders with the fundamental skills necessary to plan and conduct a safe year round aquatics program.

Tier 2-Advanced Training

For those unit leaders who have completed the Basic Training course and wish to further their knowledge and understanding of the B.S.A's Aquatics policies, procedures, and safety guidelines.

***Prerequisites**

- Must have taken the Basic Training course prior to current year of camp.
- Come with good and bad experiences in swimming/boating activities.
- Participation is the key element for the success of this program.

Tier 3-BSA Lifeguard

B.S.A lifeguard training has been established as a means to provide units with qualified individuals within their own membership to give knowledgeable supervision for activities on or in the water. This is the highest level of training offered on a local level. Unlike the first two Tiers, you will be spending all week in aquatics. B.S.A. lifeguard is an intense course and with the amount and nature of the requirements, we strongly recommended that you complete the written requirements and CPR/First Aid Certifications prior to coming to camp. Not every B.S.A lifeguard candidate will be able to complete all the requirements in one week of camp. The requirements are generally grouped into three areas:

- 1) Performance of specific aquatic skills.
- 2) An understanding of aquatics program and emergency management skills.
- 3) Skills related to first aid and CPR

. *The success of the programs offered here at camp depends on your participation.

Tier 1-Basic Training Schedule

This course is designed to provide unit leaders with the fundamental skills necessary to plan and conduct a safe year round aquatics program.

Course outline:

Monday — Safe Swim Defense:

Discuss the Safe Swim Defense plan.

Discuss troop/unit swim kit materials and how to use them.

Review examples of unit swim problems and discuss how Safe Swim Defense properly applied could have prevented each problem.

Discuss adapting Safe Swim Defense for use in public swim areas.

Discuss your experiences, both good and bad, with prior unit swims.

Discussion of unit swims.

Tuesday — Safety Afloat:

Discuss the Safety Afloat plan

Discuss why Safety Afloat was devised.

Discuss potential problems that might occur on unit boating activities.

Discuss your experiences, both good and bad, with prior unit boating activities.

Wednesday — Basic Boat Handling:

Discuss float plans.

Discuss and show proper equipment for different trips.

Show proper launching techniques, solo and tandem.

Show basic canoe/rowing strokes

Show how to safely jump out of a canoe, hold onto it, and climb back into it without swamping it. .

Thursday — NO CLASS, SCOUTMASTERS BREAKFAST

Friday — Fundamental Water Rescues & General Discussion:

Discussion on Order of Rescue Methods

Year- round aquatics program opportunities.

Opportunities at the district level for aquatics events and instruction.

BSA aquatics policies and procedures related to unit activities. -

Floor's open for any concerns or topics you may have.

Tier 2-Advanced Training Schedule

This course is designed for the unit leader who has completed the Basic Training course and wishes to further their knowledge and understanding of the BSA's Aquatics policies, procedures, and safety.

*Prerequisites

1. Must have taken the Basic Training course prior to current year of camp.
2. Come with good and bad experiences with swimming/boating activities.
3. Participation is the key element for the success of this program.

Course Outline:

Monday — Review Safety Afloat/Safe Swim Defense:

Quick review of Safety Afloat and Safe Swim Defense.

Discuss how Basic Training helped your unit during swim/boating activities.

Discuss any new issues or concerns since your last basic training course.

Tuesday — Water Survival:

Discuss Cold Water Survival Techniques.

Discuss Ice Rescues.

Discussion on Clothes Inflation, performing is optional.

Discussion on Escape Methods.

Wednesday — More boat and canoe handling:

Discuss and demonstrate Canoe Rescues.

Discuss River Canoeing Hazards.

Demonstrate safely swamping and un-swamping a canoe.

Demonstrate using one canoe to float a large party.

.Thursday — NO CLASS, LEADER BREAKFAST

Friday — Open Forum:

This is your chance to let us know what you want to learn or do.

Lake Exploration RETURNS***

Every unit will have the opportunity to organize and carry out a safe trip afloat using their own resources and leadership. This is the only opportunity a Scout/Scouter has to go past the outer boundaries and explore the entire lake with CANOES ONLY. Aquatics personnel will be available to provide counsel and assistance as needed in the planning and preparation for this activity, but the unit is essentially on their own. A qualified representative of the aquatics staff will be available for assistance if needed. As far as possible, the unit should function autonomously in this activity. Each unit will be required to have at least one unit leader certified in Safe Swim Defense and Safety Afloat prior to the start of this event. If your unit does not have a leader certified in Safe Swim Defense and Safety Afloat, there are plenty of opportunities. Enroll in T/A 98's Basic Training course (Monday 9am) or see the camp's Commissioner for Safe Swim Defense and Safety Afloat Certifications only. Schedule a departure time with the Lake Director in advance.

*****Safe Swim Defense / Safety Afloat Certifications*****

Safe Swim Defense and Safety Afloat Certifications will now be available with one of our camp Commissioners. If you are unable to make the T/A 98's Basic Training or Advanced Training Courses, just meet with one of our camp Commissioners.

Troop Swims

Every unit will have the opportunity to organize and carry out a safe unit swim using their own resources and leadership. Aquatics personnel will be available to provide counsel and assistance as needed in the planning and preparation of this activity, but the unit is essentially on their own. A qualified representative of the aquatics staff will observe the activity and be available for assistance if needed. As far as possible, the unit should function autonomously in this activity. , Suggestions could be offered after completion of the activity if requested and appropriate. Each unit will be required to have at least one unit leader certified in Safe Swim Defense prior to the start of this event. If your unit doesn't have a leader certified in Safe Swim Defense, there are two opportunities to complete this training. Enroll in T/A 98's Basic Training course (Monday 9am) or complete the training with the camp Commissioner. Troop Swim sign-up will be held during the Monday's Scoutmaster meeting.

Blacksmithing

Learn how to heat, shape, bend and twist black metal. This will be a one-hour hands-on experience. Blacksmithing will be located at the Training Lodge Pavilion. The program will run Monday, Tuesday and Thursday evening from 7:30pm to 10:30pm and Friday afternoon from 2:00pm to 5:00pm. Scouts will need to sign up on Sunday afternoon during check-in at the Administration Building. Classes will be kept to a 13-15 Scout maximum per hourly session.

Cast Iron Gourmet

This year we will be looking for our older scouts to meet together and compete against each other to see what they can create when given specific ingredients using the Dutch Oven.. A list of the ingredients will be supplied to the "patrol" 24 hours in advance. The patrols will cook at a common site with an available patrol box with misc. spices, cooking utensils, and other kitchen items. This event will be a first at camp, and may require a few invited adults to judge the competition. See Appendix B for time of event.

Chaplain's Aide Training

The Chaplain's Aide Training program will be offered immediately after vespers on Tuesday and Thursday evenings. The sessions will last about one hour. Scouts will learn how a Chaplain Aide serves the troop, how to develop spiritual activities for troop events, and how the religious emblem program works. Scouts will also have chance to plan and participate in the Thursday vesper service. Each troop should encourage their interested Scouts to participate in the program.

Climb on Safely

Climb on Safely is the BSA's recommended procedure for organizing climbing and rappelling activities at all levels of the Scouting program. This training is designed to help adult leaders organize a climbing and rappelling program for their unit. It is not designed to teach leaders how to instruct BSA youth in the skills of climbing and/or rappelling. See Appendix B for time of training.

Color Trails

There are six Color Trails throughout the Manatoc Scout Reservation. They lead to - interesting and historical places in camp. Any Scout or Scouter who hikes the Yellow Trail and any two other trails is eligible to get a hiking staff. Color trail stickers are available at the trading post for a nominal fee. The hiking staffs can be picked up at the Trading Post also.

Critter Contest

This is a program held in the Nature Lodge in the afternoons. Points are awarded for any reptile or insect brought in (mammals and birds are not allowed). The winning patrol gets a prize at the end of the week.

Dutch Oven Cook-Off/Adults

On Monday evening we will hold our annual Scout Leader Dutch Oven Cook-Off. Any adult is invited to cook his or her favorite Dutch Oven treat. We ask that each person also submit a recipe of the meal. Leaders who do not cook are invited to join us, as we will need several "judges." See Appendix B for time of event.

Eagle Scout Workshop

This one-hour informational session offered by the Council Advancement Committee is open to all Star and Life Scouts, plus adults. This will be held immediately after Retreat on Monday evening at the Dining Hall tarp. Topics of discussion will highlight the twelve steps to Eagle, plus the top ten reasons for achieving the Eagle Rank and the top ten reasons why Scouts fall short of making Eagle. Eagle project ideas, and preparing for the Eagle Scout Board of Review will also be discussed.

Far East Games!

Our theme for this summer's extravaganza will be the Far East Games. We will focus on at least ten countries and will celebrate it as "The Year of Scouting." The theme will be continued throughout the week with a number of activities centered on the Far East. This includes camp-wide games, program areas, plus an Asian dinner meal on Thursday.

The games will be as usual on Tuesday afternoon starting at 4:00 PM on the Parade Deck immediately following an informal retreat. The adult leader contest will officially end the games at 6:00 PM. An outdoor dinner reflecting the theme will be provided in front of the Camp Director's cabin. First place patrol wins the Retreat Banner for Wednesday night. Wearing a simple costume will add to the fun and enjoyment of the Far East Games.

Each troop is encouraged to build a gateway to their campsite. Materials may be brought to camp or procured in camp for the building of the gateways. We ask that no standing trees be cut for poles. Your gateway should not require digging holes in the ground. Our staff will judge the gateways on Thursday. Three areas will form the basis of the judging: Use of Scout skills, involvement by the boys in its construction, and use of the camp-wide games' theme.

Other competitions during the week of camp: -

Monday-Friday		<i>Critter Contest</i> -Eco Lodge
Tuesday	2:30 p.m.	<i>Rifle Biathlon</i> -This is for leaders and Scouts-Rifle Range. <i>Archery Medal</i> Shoot-Archery Range
Wednesday	2:30 p.m. 3:00 p.m.	<i>Rifle Medal Shoot</i> -Rifle Range <i>Triathlon</i> -This individual event is designed for the older Scout (13 to 17 years old) that has a swimmer's tag. Triathlon will start and end at Gilwell Picnic Pavilion. They will need to wear a bathing suit and running (tennis) shoes that will get wet. Adults are invited to participate.
Thursday	2:30 p.m. 7:30 p.m.	<i>Shotgun Medal Shoot</i> -Shotgun Range <i>Adult Shotgun Shootout</i> -Shotgun Range
Friday	3:00 p.m.	<i>Marathon</i> -This is an individual event. Scouts will follow the camp road from the Dining Hall to Camp Butler and back to the Dining Hall.

Fast Start Training for the Boy Scout Leader

This is held for any adult new to the Scouting Program. The video focuses on the troop organization, the troop meeting and the outdoor program. A question and answer session follows each segment of the video. See Appendix B for time of training

GPS

GPS (Global Positioning Systems) is a special program for the older Scout interested in learning navigational skills using a GPS unit. The Scout must have Orienteering Merit Badge or be very proficient using a map and compass. See Appendix B for time of event.

Leader Breakfast

On Thursday mornings (about 8:30 am), we have a breakfast for all adult leaders at camp. Mike Jones, Great Trail Council's Scout Executive, will attend along with other council volunteers to hear your questions, compliments, and concerns in regards to Camp Manatoc and the Great Trail Council.

Leave No Trace

Leave No Trace is dedicated to promoting and inspiring responsible outdoor behavior through education, research, and partnerships. It applies to all BSA youth and adult leaders. See Appendix B for time of the training.

Manatoc Good Camper Award

These are the requirements to earn the Manatoc Good Camper Award. The patch is awarded at the Friday Night Ceremonies.

<p>First Year Camper</p> <ol style="list-style-type: none"> 1. Live the Scout Oath and Law. 2. Attend Camp Orientation. 3. Attend all Retreats. * 4. Hike the White Color Trail. 5. Visit 5 Cairns. 6. Complete one or more requirements 7. Participate in a troop service project. 8. Recommended by your Scoutmaster. 	<p>Fourth Year Camper</p> <ol style="list-style-type: none"> 1. Live the Scout Oath and Law. 2. Attend Orientation or SPL meeting. 3. Attend all Retreats. * 4. Hike the Orange Color 5. Visit 20 Cairns. 6. Complete one or more requirements. 7. Participate in a troop service project. 8. Recommended by your Scoutmaster.
<p>Second Year Camper</p> <ol style="list-style-type: none"> 1. Live the Scout Oath and Law. 2. Attend Camp Orientation. 3. Attend all Retreats. * 4. Hike the Green Color Trail. 5. Visit 10 Cairns. 6. Complete one or more requirements. 7. Participate in a troop service project. 8. Recommended by your Scoutmaster. 	<p>Fifth Year Camper</p> <ol style="list-style-type: none"> 1. Live the Scout Oath and Law. 2. Attend Orientation or SPL meeting. 3. Attend all Retreats. * 4. Hike the Yellow Color Trail. 5. Visit 25 Cairns. 6. Complete one or more requirements 7. Participate in a troop service project. 8. Recommended by your Scoutmaster.
<p>Third Year Camper</p> <ol style="list-style-type: none"> 1. Live the Scout Oath and Law. 2. Attend Orientation or SPL meeting. 3. Attend all Retreats. * 4. Hike the Red Color Trail. 5. Visit 15 Cairns. 6. Complete one or more requirements 7. Participate in a troop service project. 8. Recommended by your Scoutmaster. 	<p>Wear your patch proudly! Do not lose this patch! The only way to get another patch is to re-earn the award. If a Scout or adult leaves camp on Friday, they cannot be "given" a patch. They must go through the ceremony to receive their patch.</p> <p>* A Scout who is serving as a supper waiter is exempt from that evening's Retreat.</p>
<p>Scoutmaster is to interpret these requirements.</p>	<p>The Scout is to live up to the spirit of these requirements.</p>

Manatoc Brave, Chief, and Spirit Award Program

1. Any Scout or adult leader who is at least a second year camper is encouraged to participate in this program.

2. Only one award may be earned during the summer.

3. These awards must be earned in order:
1st: Brave 2nd: Chief 3rd: Spirit

4. On Monday at 3:00 pm, an orientation will be held in the Outdoor Skills area to explain the requirements for the program. People wanting to participate in the program but unable to attend this session must notify the Brave, Chief, Spirit Coordinator on Monday.

5. Maps of Camp Manatoc are available in the Administration Building.

6. All sheets are to be turned in to the Administration Building no later than Thursday dinner.

7. On Thursday evening, all participants going for Brave and Chief will complete an evening Cairn hunt. Those going for Manatoc Spirit will assist with this.

8. All awards for Brave, Chief and Spirit will be presented Friday during Retreat.

Manatoc Brave

1. Be at least a second year camper and a First Class Scout.

2. Earn the Good Camper Award. A letter of recommendation from the Scoutmaster is to be turned in to the Clerk at the Adm. Bldg.

3. During the week, visit at least 20 Cairns. On a sheet of paper, write down the name, number and symbol of each Cairn. This sheet needs to be turned in to the Administration Building no later than Thursday dinner.

4. Attend either one morning hike or one evening hike.

5. Identify 20 plants, trees or shrubs.

6. On Thursday evening, you will find five Cairns as - chosen by the Coordinator. (These will be Cairns you found during -the week).. After finding all five Cairns, you will spend the night in the open at a prearranged area.

Note: In lieu of advancement, adults are to assist at least one hour per day in a program area of their choice.

Manatoc Chief

1. Be at least a third year camper and a Star Scout.
2. Earn the Good Camper Award. A letter of recommendation from the Scoutmaster is to be turned in to the Clerk at the Adm. Bldg.
3. Manatoc Brave must have been earned in a previous year.
4. During the week, visit at least 30 Cairns. On a sheet of paper, write down the name, number and symbol of each Cairn. This sheet needs to be turned in to the Administration Building no later than Thursday dinner.
5. Attend one morning hike and one evening hike.
6. Identify 30 plants, trees or shrubs.
7. On Thursday evening, you will find five Cairns as chosen by the Coordinator. (These will be Cairns you found during the week).- After finding all five Cairns, you will spend the night in the open at a prearranged area.

Note: In lieu of advancement, adults are to assist at least eight hours during the week in program areas of their choice.

Manatoc Spirit

1. Be at least a fourth year camper and a Star Scout.
2. Earn the Good Camper Award. A letter of recommendation from the Scoutmaster is to be turned in to the Clerk at the Adm. Bldg.
3. Manatoc Brave and Chief must have been earned in previous years.
4. During the week, visit at least 40 Cairns. On a sheet of paper, write down the name, number and symbol of each Cairn. This sheet needs to be turned in to the Administration Building no later than Thursday dinner.
5. Assist the Coordinator with the morning hikes and the evening hike.
6. On Thursday afternoon, assist the Coordinator with verification of the Cairn sheets. That evening, assist the Coordinator with the running of the overnight cairn hunt.

Note: In lieu of advancement, adults are to assist at least ten hours during the week in program areas of their choice. Time spent verifying Cairn sheets and helping with the overnighter can be counted toward this.

Marble Shooting Demonstration

This is an opportunity for the Scouts to learn the history of glass marbles and how to play the game of shooting marbles. Demonstration will also include different techniques of shooting marbles from around the world. Marbles was a very favorite game for both children and adults dating from the early to mid 20th Century. Location-Trading Post

Medicine Man of Manatoc

The Medicine Man of Manatoc is a program for adult leaders. The Manatoc Commissioner Staff has approved the grueling requirements. To earn the activity badge, the adult must earn a specific number of points. Requirement sheets will be given out at check-in on Sunday upon arrival at camp

Order of the Arrow

Marnoc Lodge

The Order of the Arrow is Boy Scouts of America's National Honor Society. Marnoc Lodge, the local chapter of the Order of the Arrow, has been serving the Great Trail Council for over 60 years. The Order of the Arrow is designed to recognize those Scouts and Scouters who best exemplify the ideals of Scouting and to provide opportunities for " service and fellowship. Marnoc Lodge's summer activities are designed to compliment the Summer Camp program by providing its members with additional opportunities for leadership, service and fellowship. During Summer Camp, the Marnoc Lodge operates out of Buena Vista Cabin. It is at this location that newly elected Ordeal candidates will report for Ordeal registration and that all other Marnoc Lodge events, including Ice-cream Socials will be held.

Brotherhood -

Immediately following the *Ice-Cream Social*, every Tuesday night, Marnoc Lodge holds a Brotherhood Ceremony. Brotherhood is the second level of membership in the Order of the Arrow; it confirms the ideas that were learned during the first step of the Order. Scouts or Scouters who have been an Ordeal member for at least ten (10) months are eligible to become a Brotherhood member. **All who are interested in becoming a Brotherhood member need to meet with the Order of the Arrow Ambassador at 1:45 pm. on Tuesday at Buena Vista Cabin**, on the hill behind the Trading Post. If a current Ordeal member is interested in becoming Brotherhood, but cannot attend this meeting, they must see the *Order of the Arrow Ambassador* before Tuesday's dinner.

The ceremony, as mentioned above, will be immediately following the *Ice-Cream Social*. Brotherhood Candidates must be in full Class A uniform, with their Ordeal sash, and at Buena Vista Cabin at 8:00 pm. The cost for the brotherhood ceremony is \$15, which pays for a Brotherhood Sash, a Brotherhood pocket rocket, and other items. Current Brotherhood or Vigil members are encouraged to attend and participate in the ceremony. Information about the ceremonial site will be available at the *Ice-Cream Social* or with the *Order of the Arrow Ambassador*.

Callout Ceremony

The Callout Ceremony is the only public ceremony conducted by the Order of the Arrow. Being the only public ceremony, Marnoc Lodge, along with Summer Camp Staff, wants to make this the best ceremony and display the ceremony for all. For this reason, the Callout Ceremony will take place during Retreat on Parents Night (Wednesday). During this ceremony, every newly elected Candidate will be announced and asked to come forward; the candidate will leave his troop for the remainder of Retreat. **It is very important that every unit with newly elected Candidates send a list of all newly elected Candidates, in writing, to the Order of the Arrow Ambassador before the conclusion of the Elangomat Training (no later than 3:15pm, Wednesday).**

Elangomat Training .

During the Ordeal the newly elected Candidates are separated into clans, or smaller groups. Other members of the Order of The Arrow called Elangomats lead these clans. The Elangomat is a volunteer position. However, the Elangomats can earn patches and other items for their hard work. This position is not the only position available for Order of the Arrow members during an Ordeal; other areas in which one could help include ceremony set-up and other duties during the day or evening. Any current member in the Order interested in helping with an Ordeal should come to the Elangomat Training. The training will be held at 2:30pm on Wednesday afternoons at Buena Vista Cabin. **We ask . all troops sending four (4) or more Candidates through an Ordeal to please send at least one Elangomat.**

Ice-Cream Socials

On Tuesday nights, starting at 7:30pm, Marnoc Lodge invites all adult leaders and members of the Order to join the Marnoc Lodge members for ice cream. The purpose of this event is to provide a time and place for adult leaders to meet with Order of the Arrow advisors and chairmen, to provide entertainment for Marnoc Lodge guests and members, and of course enjoy the premium ice cream. Again, this event is open to all adult leaders in camp and to current Order of the Arrow members. This event is held at Buena Vista cabin, on the hill behind the Trading Post. *Ice-Cream Socials* promise fellowship, entertainment and information about the Order.

Order of the Arrow Ambassador

A summer camp staff member has been designated as the *Order of the Arrow Ambassador*. The Ambassador provides the communication link between Marnoc Lodge and the troops at camp during the summer. In addition to his regular program staff duties, he will be available for questions, concerns or other business for the Order of the Arrow on Sunday afternoon in the Administration Building during check-in and throughout the week.

Ordeal Process/ Ceremony

The Ordeal is a 24-hour intensive leadership development exercise designed to demonstrate to the candidate the values on which Scouting and the Order of the Arrow are based. The completion of the Ordeal is the first step that a newly elected Candidate

can take in the Order of the Arrow. However, a youth Candidate must first be a First Class Scout, a registered member of the Boy Scouts of America, and be elected by his peers before he can participate in an Ordeal. An adult Candidate must first be at least 21 years of age, a registered member of the Boy Scouts of America, and be nominated by his/her unit/district committee then be approved by the Great Trail Council / Marnoc Lodge Adult Nomination Committee before he/she can participate in the Ordeal. **Candidates arriving without these requirements being met will not be allowed to participate, no exceptions.**

This year Marnoc Lodge will have two weekend Ordeals and 3 weekday Ordeals:

- Friday & Saturday, June 3-5 (Sunday Optional)
- Wednesday & Thursday, June 29-30 (Summer Camp Week #2)
- Wednesday & Thursday, July 13-14 (Summer Camp Week #4)
- Wednesday & Thursday, July 27-28 (Summer Camp Week #6)
- Friday & Saturday, August 12-14 (Sunday Optional)

Because the Ordeal is supposed to be a personalized experience, in which every Scout or Scouter learns something about themselves and Scouting, .National Order of the Arrow suggest that only fifty (50) Candidates go through an Ordeal at one time. **There will not be more than 50 Candidates on any one Ordeal.** Every unit was given the *Marnoc Lodge, Unit Elections Packet*, which contained the *Ordeal Reservation Form*; this form guarantees a spot at an Ordeal. It is not the goal of Marnoc Lodge to prevent a Candidate from participating in his Ordeal; thus, Marnoc Lodge will accept Candidates who have not completed their yellow *Ordeal Reservation Form*, but still have the other needed paper work, if there is space available. **Unregistered Candidates must still have the Unit Elections Report completed by their units** and sent to Great Trail Council Offices or collected by the Marnoc Lodge Representative at their election. **Again, Marnoc Lodge will only accept 50 Candidates per Ordeal; if 50 candidates are pre-registered, then no registrations will be accepted at the Ordeal. (Aka "First Come - .First Serve").**

Ordeal Check-In will begin at 7:00pm. The following items are needed for the Ordeal and/or Check-In:

Class I Medical Form	Ground Cloth	Rain Gear	Shower Kit
Work Clothes	Work Gloves	Water Bottle	Field Uniform
Medication (If Any)	Ordeal Fee	Sleeping Bag	Cheerfulness

Candidates at Summer Camp the same week as their Ordeal do not need a Medical form... they should already have one on file with the Summer Camp Health Officer.

The Ordeal fee is \$30, however, Scouts receiving Great Trail Council Campership, may also receive a scholarship to apply towards their ordeal. For information about Ordeal Scholarships please contact Tom Leet, at 330.773.0415.

The Ordeal concludes with a ceremony, which starts at 8:30 pm on the second night of the Ordeal. Immediately following the Ordeal Ceremony there will be a meal provided to the new members and all other participants of the ceremony. This meal is part of the Ordeal; Scouts are not permitted to leave before its conclusion. **The Ordeal will conclude by 11:00 pm at the latest.**

Out of Council Units

There are a number of units from outside of Great Trail Council attending Camp Manatoc for Summer Camp. We encourage out-of-council Order of the Arrow members to attend the Marnoc Lodge events, such as the *Ice-Cream Social*, Brotherhood Ceremonies, and Ordeal Ceremonies. However, **the Ordeal is not open to units outside of Great Trail Council, if they are within Section C4-A.** This decision was made by the *Section C-4A, of the Central Region, Council of Chiefs* and cannot be overturned or disregarded. Marnoc Lodge apologizes for any inconvenience this may cause and is willing to answer any question regarding this issue.

Unit Representative (Troop Rep.)

Immediately following Sunday retreat Marnoc Lodge will hold an Order of the Arrow Unit representative meeting. At this meeting the *Order of the Arrow Ambassador* will provide troops with needed information about Marnoc Lodge events occurring during that week of Summer Camp. Whether or not a troop is able to send their designated Troop Representative, **all units with Ordeal Candidates or current Order of the Arrow Members should send at least one youth to this meeting.** The meeting will not last too long and will contain extremely important information for units. This meeting will be held at Buena Vista Cabin, on the hill behind the Trading Post.

The Summer of 2005 is going to be jammed packed with new and exciting events. Arrow men attending the Spring Fellowship/Ordeal, along with the newly elected Ordeal members, will have the opportunity to attend the Akron Aeros baseball game on Saturday night. We are ready... Are you?

Marnoc Lodge is ready and willing to assist all units, answer questions, and discuss concerns_ regarding the Order of the Arrow. Feel free to contact Marnoc Lodge:

Order of the Arrow
Marnoc Lodge
1601 S. Main St.
P. O. Box 68
Akron, OH 44309-0068

330.773.0415 extension 45
Fax 330.773.4084

Email: visit www.marnoc.org and click "Executive Board"
or visit us on the Web for the most up-to-date information at www.marnoc.org

Orientation

This will be held after Retreat on Sunday evening. Scouts will be escorted to all the program areas in camp. Area Directors will give a brief over-view of their area. Every first and second year camper should attend orientation plus any Scouts new to the Manatoc Reservation. Older Scouts are encouraged to go as well; some parts of the program change from year to year.

Rifle Biathlon

The Rifle Biathlon is an event for both Scouts and Leaders. This event will be held at the Rifle Range on Tuesday from 2:30pm to 3:30pm.

Scout Leader Shootouts

Adult Scouters are invited to participate in shooting competitions among the adults. This will not be a showdown at the OK Corral, but will involve shooting at targets or clay pigeons depending on the activity. Shotgun shootout will be held Thursday evening at 7:30. Rifle and Archery may be done anytime during open sessions. Just inform the instructor before shooting that you are going to use your score for the shootout. , Be sure to turn in your rifle targets to the instructor when finished and the archery instructor should record your score. This is your responsibility to confirm. The winners will be announced at the end of the week.

Trek Safely

Fun and safe overnight trekking activities require complete compliance with BSA's policy on Trek Safely by both youth and adults. This training course will review the seven elements that play an important role in the overall Trek Safely procedure. This course is not designed to teach the skills necessary for these activities. Camp Manatoc offers some courses that will help in learning these skills. See Appendix B for time of training.

Troop Camping Award

To earn the Troop Camping Award, your troop has to do the following during your week of camp:

- 1) **Participate in the Camp-Wide Games on Tuesday afternoon.** One patrol is the minimum requirement for this event.
- 2) **Keep a clean campsite.** During the week, the troop must get three green inspection tags (95% or higher).
- 3) **Attend one of two vesper services.** While vespers is beneficial for all Scouts, at least one person from your troop must attend a service to qualify for this requirement.
- 4) **Participate in a training program.** Camp Manatoc offers a wide range of training courses for Scouts and Scouters. Each troop needs to have at least one youth take a training course (Youth Protection, BSA Lifeguard) or at least one adult take a training course (BSA Lifeguard, Climb on Safely, Fast Start Training, Leave No Trace, TA-98, Advanced TA-98, Trek Safely, or Youth Protection).
- 5) **Participate in a Camp Wide Activity.** Events such as the Mile Swim, Nature Hike, Manatoc Triathlon, Rifle Biathlon or any of the medal events counts as Camp Wide Activities.
- 6) **Participate in an approved Troop Service Project.** A list of service projects will be available at the Nature Hut.
- 7) **Attend all Retreat Ceremonies.** Troops must act in an appropriate manner. This is a - time to lower the flag and honor H. Karl Butler, the founder of Camp Manatoc. Fun and games can come later.
- 8) **Complete your Troop Camping Award Scorecard.** Turn it in during the Scoutmasters meeting on Friday after lunch. You will receive an attractive ribbon for your Troop showcase or to be displayed on your Troop flag.

Youth Protection Training

This session is conducted for all adult leaders. The signs and types of child abuse are discussed. The policies and reporting procedures of the Boy Scouts of America and local authorities are also shared during the session. See Appendix B for time of training.

There is a youth protection video available for any unit that is interested in showing it to their members during summer camp. Please see the Camp Commissioner for details and arrange a showing time. Adult members of your unit will be responsible for the showing of this video, which is descriptive (but not graphic) and is aimed at the 11 to 14 year old Scout.

Appendix A Schedules

- Master Schedule A-1
- Leader Weekly Schedule A-3
- Leader Training Schedule A-4
- Troop Daily Program A-5

Camp Manatoc Master Schedule - 2005

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6:30 AM	X	X	X	X	Nature Hike	X	X
7:25 AM	X	Waiters Call	Waiters Call	Waiters Call	Waiters Call	Waiters Call	Waiters Call
7:45 AM	X	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
8:30 AM	X	Flag Raising	Flag Raising	Flag Raising	Flag Raising Leaders' Breakfast	Flag Raising	Closing Ceremony
9:00 AM	X	Session One Plan 1- 1st yr. Emp. T/A 98 Trng.	Session One Plan 1-1st yr. Emp. T/A 98 Trng.	Session One Plan 1-1 st yr. Emp. T/A 98 Trng.	Session One Plan 1-1 st yr. Emp.	Session One Plan 1-1 st yr. Emp. PA 98 Trng.	Check-Out
9:30 PM					Leave No Trace Trng. (2 Hours)		
10:00 AM	X	Session Two Plan 1-1st yr. Emp. TA 98 Advanced Trng. BSA Lifeguard	Session Two Plan 1 – 1 st yr. Emp. T/A 98 Advanced Trng. BSA Lifeguard	Session Two Plan 1-1 st yr. Emp. T/A 98 Advanced Trng. BSA Lifeguard	Session Two Plan 1-1st yr. Emp. BSA Lifeguard	Session Two Plan 1-1 st yr. Emp. T/A 98 Advanced Trng BSA Lifeguard	Check-Out
11:00 AM	Gates Open	Session Three Plan 1-1 st yr. Emp. Youth Protection Training	Session Three Plan 1 – 1 st yr. Emp. Trek Safely Training	Session Three Plan 1-1 st yr. Emp. Youth Protection Training	Session Three Plan 1-1 st yr. Emp. Climb on Safely Training	Session Three Plan 1-1 st yr. Emp.	Staff Meeting
12:00 PM	Stall Luncheon Meeting	Session Four Plan 1-1 st yr. Emp.	Session Four Plan 1-1 st yr. Emp.	Session Four Plan 1-1st yr. Emp.	Session Four Plan 1-1st yr. Emp.	Session Four Plan 1-1 st yr. Emp.	X
12:40 PM		Waiters Call	Waiters Call	Waiters Call	Waiters Call	Waiters Call	X
1:00 PM	Units Check-in	Lunch	Lunch	Lunch	Lunch	Lunch	X
1:45 PM	Units Check-in	SM Meeting	SPL Meeting OA Brotherhood (Training, Review)	SM Meeting Orange Trail	Yellow Trail (5 Miles) Leader Shootout-Shotgun	SM Meeting SPL Meeting Red Trail Service Blacksmithing (2:00)	X
2:30 PM	Units Check-in	Session Five Plan 2-1st yr. Emp Crittter Contest Instructional Swim Open areas Archery, Ecology, Handicrafts, Horses, Lake. Outdoor Skills, Rifle, Shotgun Outdoor Skills Demo	Session Five Plan 2-1st yr. Emp Crittter Contest Instructional Swim Open areas Archery, Ecology, Handicrafts, Lake, Outdoor Skills, Rifle, Shotgun Rifle Biathlon Archery Medal Shoot Outdoor Skills Demo	Session Five Plan 2-1 st yr. Emp Crittter Contest Instructional Swim Open areas Archery, Ecology, Handicrafts, Horses, Outdoor Skills, Rifle, Shotgun Rifle Medal Shoot Outdoor Skills Demo Elangomat Trng. Marbles Demonstration	Session Five Plan 2-1 st yr. Emp Crittter Contest Instructional Swim Open areas Archery, Ecology, Handicrafts, Horses, Lake. Outdoor Skills, Rifle, Shotgun Shotgun Medal Shoot Outdoor Skills Demo	Session Five Plan 2-1 st yr. Emp Crittter Contest Instruct. Swim &. MB Help Open areas Archery, Ecology, Handicrafts, Horses, Lake. Outdoor Skills, Rifle, Shotgun lake Junk Race Outdoor Skills Demo	X
2:45 PM	Units Check-in	Manatoc Brave, Chief, Spirit Introduction					
3:00 PM	Units Check-in	Open Swim Blue Trail		Open Swim Triathlon Fast Start Training	Open Swim Rocket Launch	Open Swim Blacksmithing (3:00) Marathon	X
3:30 PM	Units Check-in	Open Climbing	3:30 PM All Areas Close	Open Climbing	Open Climbing	Open Climbing	X
4:00 PM	Units Check-in	Fast Start Training	Assemble Parade Deck	Open Lake		Blacksmithing	X
5:00 PM	All Units In	All Areas Close	Informal Retreat Campwide Games	All Areas Close	All Areas Close	All Areas Close	X
5:15 PM	Emergency Siren						X
5:30 PM	Waiters Call						X
5:40 PM		Waiters Call		Retreat	Waiters Call	Waiters Call	X

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6:00 PM	Supper	supper	Meal Outside	OA Callout	Supper	Supper	x
6:15 PM				supper			
6:45 PM	Retreat	Retreat			Retreat	Retreat	x
7:00 PM	Camp Orientation SPL, Meeting OA Rep Mtg.		Vespers		Vespers		x
7:15 PM	CIT's Report In	Eagle Workshop	Chaplain Aid Program		Chaplain Aid Program		
7:30 PM		Session Six ALL AREAS OPEN Except Pool Blind Nature Hike Blacksmithing Metalworking	Session Six White Trail All AREAS OPEN Pool-Troop Swims Only Wilderness Survival Overnighter Blacksmithing Metalworking GI'S Training/Youth	ALL AREAS CLOSED Scouts may take their parents and show them the areas Blacksmithing Demonstration	Session Six Green Trail ALL AREAS OPEN Mile Swim Wilderness Survival Overnighter (makeup) Turtle Hike GPS Training Youth	x	
7:45 PM			OA Ice Cream Social 7:45-8:30				
8:15 PM				Campfire			
8:30 PM		Dutch Oven Cook-off Blacksmithing Metalworking	Blacksmithing Metalworking		OA Ordeal Ceremony Blacksmithing Metalworking		x
9:00 PM		Pool Parry	Evening Nature Hike Brotherhood Ceremony			Pick-up Troops at campsites	x
9:30 PM		Blacksmithing	Blacksmithing			Good Camper Ceremony	
9:45 PM	Campfire						
10:30 PM	Curfew	curfew	Curfew	Curfew	Curfew	Curfew	x
11:00 PM	Lights Out	Lights Out	Lights out	Lights Out	Lights out	Lights Out	X

Unit Leader's Weekly Schedule

Sunday	1:00 pm	Check-in-Adm. Bldg.
	5: 15 pm	Emergency Broadcast
	7:00 pm	Camp Orientation OA Rep Meeting. -Buena Vista SPL Meeting-Adm. Bldg. Shelter
	9:45 pm	Campfire-Council Ring
Monday	9:00 am	T/A98 Training-Pool
	10:00 am	T/A98 Advanced Training-Pool B.S.A. Lifeguard Training-Pool
	11:00 am	Youth Protection Training-Adm. Bldg
	1:45 pm	Leaders' Meeting-D.H. Tarp
	4:00 pm	Fast Start Training-Adm. Bldg.
	7:15 pm	Eagle Workshop-D.H.Tarp
	8:30 pm	Dutch oven Cook-off-Adm. Bldg. Shelter
	9:00 pm	Pool Party
Tuesday	9:00 am	T/A98 Training-Pool
	10:00 am	T/A98 Advanced Training-Pool B.S.A. Lifeguard Training-Pool
	11:00 am	Trek Safely Training-Adm. Bldg.
	1:45 pm	OA Brotherhood Training-Buena Vista Scout Leader Shoot-out - Rifle Range SPL Meeting-Adm. Bldg. Shelter
	4:00 pm	Camp-wide games-Parade Deck
	7:00 pm	Vespers
	7:15 am	Chaplain's Aid Program
	7:30 pm	GPS Training - Youth-Adm. Bldg.Shelter
	7:45 pm	OA Ice Cream Social-Buena Vista Review Good Camper List with your troop
	9:00 pm	Night Nature Hike OA Brotherhood Ceremony-Buena Vista
	Wednesday	9:00 am
10:00 am		T/A 98 Advanced Training-Lake B.S.A. Lifeguard Training-Pool
11:00 am		Youth Protection Training-Adm. Bldg.
1:45 pm		Leaders' Meeting-D.H. Tarp
2:30 pm		Marble Demonstration OA Elangomat Training-Buena Vista
3:00 pm		Fast Start Training-Adm. Bldg. Triathlon-Gillwell Shelter
5:40 pm		Retreat & OA Callout
6:15 pm		Dinner
8:15 pm	Campfire-Parade Deck	
Thursday	6:30 am	Morning Nature Hike
	8:30 am	Leaders' Breakfast with GTC SE Mike Jones-Trng. Lodge Shelter
	9:30 - 11:30 am	Leave No Trace Training-.Adm. Bldg. Shelter
	10:00 pm	B.S.A. Lifeguard Training-Pool
	11:00 am	Climb on Safely Training-Adm. Bldg. Shelter
	1:45 pm	Scout Leader Shoot-out - Shotgun Range
	7:15 pm	Chaplain's Aid Program
	7:30 pm	GPS Training: Youth-:Adm. Bldg. Shelter Mile Swim
8:30 pm	OA Ordeal Ceremony-OA Ring Review Good Camper List with your troop	
Friday	9:00 am	T/A98 Training-Pool
	10:00 am	T/A98 Advanced Training-Pool B.S.A. Lifeguard Training-Pool
	1:45 pm	Leaders' Meeting-D.H. Tarp SPL Meeting-Adm. Bldg. Shelter
	8:50 pm	Trop assembles in campsite. Final reading of the Good Camper List.
9:00 pm	Camp Guide picks up "Troop and escorts to the Council Ring.	
Saturday	9:00 am -10:30 am	Units Check Out - Pick up physicals, medicine, merit badge cards, and advancement sheets-Adm. Bldg

Leader Training Schedule

Training Course	Time	Day of Week	Place	Instructor
B.S.A. Lifeguard	10:00 am	M-T-W-TH-F	Pool	Doug Jones --
Climb on Safely	11:00 am	TH	Adm Bldg	Robert Prudence
Fast Start	4:00 pm	M	Adm Bldg	Robert Prudence
Fast Start	3:00 pm	W	Adm Bldg	Douglas Merideth
Leave No Trace	9:30 am- 11:30 am	TH	Adm Bldg Shelter	Mike McGill
T/A 98	9:00 am	M-T-W-F	Pool	Doug Jones
T/A 98 Advanced	10:00 am	M-T-W-F	Pool/Lake	Doug Jones
Trek Safely	11:00 am	T	Adm Bldg	Douglas Merideth
Youth Protection	11:00 am	M	Adm Bldg	Robert Prudence
Youth Protection	11:00 am	W	Adm Bldg	Douglas Merideth

Troop Daily Program

7:00 am	First Call (Waiters Up)
7:15 am	Reveille
7:25 am	Waiters at the Dining Hall
7:45 am	Breakfast
8:30 am	Flag Raising Camp Housekeeping
9:00 am - 12:45 pm	Troop Programs
12:40 pm	Waiters at the Dining Hall
1:00 pm	Lunch
1:45 pm	Siesta
2:30 - 5:00 pm	Troop Programs
5:40 pm	Waiters at the Dining Hall
6:00 pm	Dinner then Retreat
7:30 - 10:00 pm	Troop Programs and Activities
10:00 pm	Call to Quarters
10:30 pm	Quiet Time
11:00 pm	Taps - Lights Out

Appendix B

Forms

■ Camper Release Form	B-1
■ Campsite Inspection Form – 3 copies	B-2
■ Personal Health and Medical Record Class 1 and Class 2	B-3
■ Personal Health and Medical Record Class 3	B-4
■ Provisional Leader Application	B-5
■ Troop Camping Award Ribbon	B-6
■ Troop Photo Order Form	B-7
■ Troop Roster - 2 Copies	B-8
■ Wednesday Evening Supper	B-9
■ What to Bring to Camp	B-10

CAMPER RELEASE FORM

1. Camper's Name _____ Troop Number _____
2. Camper's Campsite _____
3. Camper's Home Phone Number 1 - (_____) _____

Policy Statement

Section A It shall be the policy of Camp Manatoc to release a camper only to an authorized person as listed on the Camper Release Form as approved by the camper's parent or legal guardian.

Section B Each camper leaving camp shall notify his Unit Leader and the Camp Office as to the estimated time of departure. The camper shall wait at the camp office for the appropriate adult providing transportation.

Section C When the adult arrives, the camp administration will verify the name on the Camper Release Form and ask to see a photo identification card (Driver's License, State Identification Card, Military Identification Card, etc.). After verification of the name on the form to the picture ID, the adult shall sign out the camper. The sign-out form shall include the camper's name, time leaving, time returning and name and signature of the person the camper is being released to.

Section D NO CAMPER SHALL BE RELEASED TO ANYONE NOT LISTED ON THE CAMPER RELEASE FORM. HOWEVER, THE UNIT'S SCOUTMASTER MAY RELEASE THE CAMPER TO THE ADULT BY SIGNING THE WAIVER BELOW. The Scoutmaster then assumes full responsibility for the safety of the camper.

Authorization is granted for the release of the aforementioned individual to adult employees, staff, volunteers, and camp staff of the Great Trail Council, Boy Scouts of America. In addition to the parents or guardians signing this form, only those individuals listed below are authorized to remove the aforementioned individual from summer camp during their period of camping.

- | | | |
|----|-------------------------|------|
| 1. | Parent / Legal Guardian | Date |
| 2. | Parent / Legal Guardian | Date |
| 3. | | |
| 4. | | |
| 5. | | |

Released by Scoutmaster - _____ Date _____
SCOUTMASTER'S SIGNATURE

Campsite Inspection

Troop _____ Campsite _____ Day _____

_____ Flags (20 points)

Both American and Troop
Flags should be posted.

_____ Campsite (20 points)

General neatness.
Free of litter and debris.
Metal ring is used for all fires.
Fire bucket and shovel near fire.

_____ Tents (20 points)

Neat appearance.
All tents meet standards.
Two fire buckets per tent
and four dining fly.
Fresh water in fire buckets daily.

_____ Health and Safety (20 points)

Fireguard plan posted in a
prominent place.
All ropes clearly visible;
pose no danger to those
walking by.
All tools are stored properly. Ground
fault interceptors protect all exterior
extension cords. (No points - look
for natural dangers; dead trees,
branches over tents or wiring, etc.).

_____ Latrine (20 points)

Clean, free of trash.
Broom and toilet brush visible.
Evidence of pine oil being used.

_____ Total Points (100 points)

Scoring method for board in the Dining Hall

Green - 95 to 100 points
Yellow - 85-94 points
Red - 75 to 84 points
Black- 0 to 74 points

Campsite Inspection

Troop _____ Campsite _____ Day _____

_____ Flags (20 points)

Both American and Troop
Flags should be posted.

_____ Campsite (20 points)

General neatness.
Free of litter and debris.
Metal ring is used for all fires.
Fire bucket and shovel near fire.

_____ Tents (20 points)

Neat appearance.
All tents meet standards.
Two fire buckets per tent
and four dining fly.
Fresh water in fire buckets daily.

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Clean, free of trash.
Broom and toilet brush visible.
Evidence of pine oil being used.

_____ Total Points (100 points)

Scoring method for board in the Dining Hall

Green - 95 to 100 points
Yellow - 85-94 points
Red - 75 to 84 points
Black- 0 to 74 points

Provisional Leader Application

I understand that a few select volunteer Scouters will be appointed by the Council Scout Executive or Camp Director to serve one or more weeks at Camp Manatoc as a Provisional leader.

Please accept this as my application for consideration.

PLEASE PRINT CLEARLY:

Name: (Last name first) _____

Address: _____

City/State/Zip: _____

Date of Birth: _____ Height: _____ Weight: _____

Single: _____ Married: _____ No. of Children: _____

Social Security No.: _____ Driver's License No.: _____

Education:

Highest Level Completed: _____ Diploma or Degree: _____

Name and Address of School: _____

Principal, Advisor, or Dean: _____

Other Special Training: _____

Leadership positions held: _____

Scouting Experience:

Currently registered as: _____ Council: _____ Unit No.: _____

Council Address: _____

No. years tenure: _____ Cub _____ Scout _____ Explorer _____ Adult _____

Highest rank earned _____ Cub _____ Scout _____ Explorer _____ Adult _____

Leadership, Training, Experiences, etc.: _____

Troop Camping Award Ribbon

To earn the Troop Camping Award Ribbon, your troop completes the following requirements during their week of camp:

- _____ **1) Participate in the Camp-Wide Games on Tuesday afternoon.**
One patrol is the minimum requirement for this event.

- _____ **2) Keep a clean campsite.** During the week, the troop must get three green inspection tags (95% or higher).

- _____ **3) Attend one of two Vesper Services.** While Vespers is beneficial for all Scouts, at least one person from your troop must attend a service to qualify for this requirement.

- _____ **4) Participate in a training program.** Camp Manatoc offers a wide range of training courses for Scouts and Scouters. Each troop needs to have at least one youth take a training course (Youth Protection, BSA Lifeguard) or at least one adult take a training course (B.S.A. Lifeguard, Climb on Safely, Fast Start Training, Leave No Trace, TA-98, TA-98 Advanced, Trek Safely, Youth Protection).

- _____ **5) Participate in a Camp Wide Activity.** Events such as the Marathon, Mile Swim, Nature Hike, Triathlon, Tuesday afternoon games, or any other Medal Events counts as Camp Wide Activities.

- _____ **6) Participate in an approved Troop Service Project.** A list of service projects will be available at the Nature Lodge.

- _____ **7) Attend all Retreat Ceremonies.** Troops must act in an appropriate manner. This is a time to lower the flag and honor H. Karl Butler, the founder of Camp Manatoc. Fun and games can come later.

- _____ **8) Complete your Troop Camping Award Ribbon Scorecard.**
Turn it in during the Scoutmasters meeting on Friday after lunch. You will receive an attractive ribbon for your Troop showcase or to be displayed on your Troop flag.

TROOP NUMBER _____

SPL SIGNATURE

DATE _____

SCOUTMASTER SIGNATURE

Troop Photo Order Form

Unit Number _____ Campsite: _____

Unit Leader _____

Address _____

Phone No. (____) _____.

Date: _____

_____ Number of photographs

x \$6.00 Per photo

\$ _____ Total Amount

Cash or Check

Please make checks to Tammy Brooks

Troop Roster of Scouts and Leaders in Camp

Unit # _____ District _____ Council _____

Unit Leader _____ Phone _____

Address _____

Assistant Leader _____ Phone _____

Unit Insurance Policy (if Applicable) _____ Exp. Date _____

List all Scouts and number of summers camped at Manatoc (including this year):

1.	14.
2.	15.
3.	16.
4.	17.
5.	18.
6.	19.
7.	20.
8.	21.
9.	22.
10.	23.
11.	24.
12.	25.
13.	26.

List all Leaders and number of summers camped at Manatoc (those who have been here more than five summers list which ceremony you will be going to):

-	-	Youth Protection - Trained
1.	_____	
2.	_____	
3.	_____	
4.	_____	
5.	_____	
6.	_____	

Total of Good Camper Awards (Youth and Adults)

Year	1 st	2 nd	3 rd	4 th	5 th	Not Eligible

Wednesday Evening Supper

(Fill out and hand in during Sunday check-in)

(Check one)

_____ The troop is having a covered dish dinner at campsite on Wednesday evening. Parents are supplying the food.

_____ The troop will eat in the Dining Hall on Wednesday evening. Cost is \$6.00 per person.

No charge for Scouts and leaders that are full time campers during the week.

___ Fill out bottom only if your unit is planning on eating in the Dining Hall.

1. _____ Number of Scouts and Leaders at camp (no charge).
2. _____ Number of additional people for Dinner in the Dining Hall

X \$6.00 = _____ Amount Due

_____ TOTAL NUMBER - Add 1 & 2 (includes Scouts and Leaders at camp).

What to Bring to Camp

- | | |
|--|--|
| <input type="checkbox"/> Scout Uniform | <input type="checkbox"/> Toothbrush and Toothpaste |
| <input type="checkbox"/> Underwear (at least 6 changes) | <input type="checkbox"/> Soap |
| <input type="checkbox"/> Socks (at least 6 changes) | <input type="checkbox"/> Deodorant |
| <input type="checkbox"/> Old Clothes | <input type="checkbox"/> Towel(s) |
| <input type="checkbox"/> Pajamas | <input type="checkbox"/> Cot or Air Mattress |
| <input type="checkbox"/> Swim Suit | <input type="checkbox"/> (3) Blankets or Sleeping Bag |
| <input type="checkbox"/> Jacket | <input type="checkbox"/> Pillow |
| <input type="checkbox"/> Sweatshirt | <input type="checkbox"/> Insect Lotion |
| <input type="checkbox"/> Heavy Shoes | <input type="checkbox"/> Sunscreen Lotion |
| <input type="checkbox"/> Sneakers or Moccasins | <input type="checkbox"/> Flashlight |
| <input type="checkbox"/> Rain Gear | <input type="checkbox"/> Scout Handbook |
| <input type="checkbox"/> Completed Health Form | <input type="checkbox"/> Merit Badge Booklets |
| (Personal Health and Medical Record) | <input type="checkbox"/> Pencil and Paper |
| <input type="checkbox"/> Prescription Medicine (original vial) | <input type="checkbox"/> Bible or Prayer Book |
| <input type="checkbox"/> Inhalers, bee sting kit if prescribed | <input type="checkbox"/> Written Paperwork for badges to be finished at camp |
| | <input type="checkbox"/> Materials needed to complete merit badges |

OPTIONAL

Ground Cloth
Camera
Postcards and Stamps

Cook Kit
Fishing Equipment