

*2022 Owasippe Cub & Webelos Camp  
Leader and Parent Guide*



*9900 Russell Road  
Twin Lake, MI 49457*





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### **Letter from the Camp Leadership**

Dear Scouters,

Welcome to Owasippe Scout Reservation. We are excited to have you join us at our 2022 Webelos Camp! Webelos Camp occurs along the shoreline of the pristine and private lake at Camp Wolverine (Zaxie!).

This summer, we have expanded our operations to include Cub Scouts into our traditional Webelos camp. The Cub Scouts and Webelos will be split into patrols for the morning rotations with Webelos focusing in on Webelos Adventures and the Cub Scouts focusing in more on their own adventures and fun. In the afternoons there will be numerous activities and other offerings that the Scouts will be able to choose from. These include additional advancement options along with fun activities such as boating, swimming, hiking, shooting, and more.

Our team is hard at work planning a quality and engaging program that maximizes fun experiences, learning, and fellowship led by a staff that has a focus on customer service and being positive and impactful role models. Our goal is for your Cub Scout / Webelos to leave being energized to have a great Scouting year, excited to finish out the Cub Scouting program strong, and eager to continue their Scouting journey into the Scouts BSA program.

Yours In Scouting,

Nick Chavarria | Reservation Director  
Kevin Troy | Assistant Reservation Director  
Kevin Goldberg | Wolverine Camp Director  
Aaron Heldt | Wolverine Program Director  
Joe Vitti | Wolverine Camp Commissioner

### **Note and Online Resources**

Although this leader's guide is current and accurate at the time of publication, some things do change as we hone our planning. For the most up-to-date information, visit PTAC's Camping Resources page located at: <https://www.pathwaytoadventure.org/camping/resources>. Schedules, registrations, and other timely information will be posted on our website when available.

All forms, registrations, and schedules will be located on our website, once finalized. Notification will be sent to each registration contact email when important information is posted and/or revised.



### 2022 and the COVID-19 Pandemic

This guide assumes a “normal” summer camp experience. Currently, our reservation and council teams are planning for both a camp as normal as possible, as well as a contingency plan related to COVID-19. At the time of this document’s publication, we plan to have a normal camp experience. **All items related to camp and in this guide are subject to changes related to the COVID-19 pandemic.**

### Required Paperwork

State of Michigan and the BSA require several documents of ALL adults in camp (staff, leaders, parents, volunteers). If you have any questions regarding these documents, please contact our Camping Help Desk [ptac.camping@Scouting.org](mailto:ptac.camping@Scouting.org) or 312-421-8800 x 300. Forms on camping resources page: <https://pathwaytoadventure.org/camping/resources>

Summary of Required Documents / Items for Each Adult in Camp	
Items	Note
Current YPT training	Provided at arrival via YPT aging report or certificate
Criminal Background check	Documented as part of BSA registration
State of Michigan Central Registry Clearance	Form submitted to home state and results sent to PTAC and verified upon arrival OR results provided upon arrival
State of Michigan Youth Protection Agreement	State of Michigan form signed by each adult in camp provided upon arrival

### Who May Attend Camp?

Cub Scout and Webelos Camp is open to all Tigers, Wolves, Bears, and Webelos during the first three sessions. The fourth session is reserved for strictly Webelos.

A Den Chief may serve as a Den Chief during Webelos Camp provided he or she:

- Attends for the purpose of providing assistance and leadership
- Is a role model and demonstrates Scout Spirit

Families of Cub and Webelos Scouts are invited to sign up for a week at Reneker Family Camp! Staff led programs, organized by age group, are available for all family members. You may reserve a cabin at Reneker for the week your Scout is at camp and have him join you before or after camp. Each cabin comes with a full kitchen and two bedrooms. Washroom, shower, and laundry facilities are at a central shower house. More information on Reneker Family Camp can be found at this link: <https://pathwaytoadventure.org/camping/camp-reneker/>

### Cub and Webelos Camp Adult Attendance Requirement

Resident Camping requires a minimum number of adult participants as described below. There are two methods that can be used to determine the minimum number of leaders required for camping: Camping as a parent and scout OR and Camping as a Den.



### ***Parent and Scout Camping***

If a scout and parent are attending camp without their den, each scout must be accompanied by a parent or guardian.

No scout may share a tent with an adult who is not his/her parent.

Tiger scouts must have a parent / guardian attend with them.

### ***Camping as a Den***

If a den is attending camp together as a den, a minimum of two BSA registered adult leaders (21 and over) are required with a minimum supervision ratio of one adult per four scouts. Each Den must have at least one female adult (21 or over) if female scouts are in attendance. Two registered leaders are required for a den of up to eight scouts, with an additional adult (registered BSA member or not) required for each four scouts after that. Scouts may tent with other scouts of their same gender, or scouts may tent with their own parent. No scout may share a tent with an adult who is not his/her parent. Youth protection training is required for all adults in camp.

### ***What to Bring to Camp and What to Leave at Home***

A suggested packing list for personal gear is available on our website:

<https://pathwaytoadventure.org/wp-content/uploads/2021/07/OSR-Webelos-packing-list.pdf>

### ***Suggested Pack-provided Equipment***

- First Aid Kit and unit medical log
- US, Pack or Den Flags
- Lanterns
- Axes/Saws
- Lockable medication storage
- Tarps/Dining Flys

### ***Equipment Provided in Each Campsite***

- Picnic tables
- KYBO (latrine)
- Bulletin Board
- 2-person tent, fully screened
- Canvas cots
- Drinking water access

### ***Note To Those Providing Their Own Tents***

Personal tents must meet the minimum standard of 30 sq ft of floor space per camper. Personal tents must be clearly marked “NO FLAMES IN TENTS”.



### ***Prohibited Items***

Units should exercise good judgement regarding items to leave at home. The Guide to Safe Scouting is also an appropriate resource. Prohibited items include, but are not limited to:

- Alcohol
- Ammunition
- Boats
- Bows/Arrows
- Fireworks
- Illegal drugs
- Items prohibited by the BSA
- Items prohibited by your unit
- Personal Firearms
- Pets

### ***Arrival and Check-in***

Scouts and parents should go directly to Camp Wolverine to check in!

### ***Check-in Procedures for Unit Leaders/Parents***

- Unit leaders/parents will check in with camp leadership to:
  - Confirm accurate attendance of all participants
  - Submit required paperwork and forms (listed below)
  - Review unit's previously submitted dietary needs

### ***Necessary Paperwork for check-in***

- Completed BSA Medical including parts A and B for each adult and youth participant.
- Roster of youth and adult participants (if attending as a Den)
- Proof of unit insurance (required for non-PTAC units if attending as a Den)



**Program Schedule**

<b>Time</b>	<b>Day 1 Sunday/Wednesday</b>	<b>Day 2 Monday/Thursday</b>	<b>Day 3 Tuesday/Friday</b>	<b>Day 4 Wednesday/Saturday</b>
7:45		Flag Ceremony South Flagpole	Flag Ceremony South Flagpole	Flag Ceremony South Flagpole
8:00		Breakfast Dining Tent	Breakfast Dining Tent	Breakfast Dining Tent
9:00- 12:00		Morning Program	Morning Program	9am Check out
12:30		Lunch Dining Tent	Lunch Dining Tent	
1:00- 2:00	Check In	Shoes Off/ Rest Time	Shoes Off/ Rest Time	
2:00- 5:00		Afternoon Program	Afternoon Program	
5:45	Flag Ceremony South Flagpole	Flag Ceremony South Flagpole	Flag Ceremony South Flagpole	
6:00	Dinner Dining Tent	Dinner Dining Tent	Dinner Dining Tent	
7:00	Camp Tour and Opening Campfire	Evening Program	Closing Fire bowl	
10:00	Lights Out	Lights Out	Lights Out	

**Shoes Off Rest Time-** This is time for scouts to spend time in their campsite, play games with friends, and enjoy unstructured time at camp.

**Morning and Afternoon Program-** Scouts and leaders will have time to work on Cub Scout and Webelos Adventures under the guidance of camp staff, along with other fun activities including archery, BB Guns, and other Scout activities. Some adventures will include Aquanaut, Webelos Walkabout, and Iron Chef.

**Evening Program-** Challenges and games for Scouts and Leaders to compete against each other and the Staff.





### **Food Service**

Cub and Webelos Camp at Camp Wolverine includes a central dining tent for all meals. All scouts and leaders eat together, with meals served cafeteria style. A Field uniform is highly encouraged for dinner.

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

Although the meal provided should be adequate, supplemental food is available. This includes:

- Milk at breakfast and dinner
- Cereal station at breakfast
- Peanut butter and jelly station at lunch and dinner
- Salad bar at lunch and dinner

Scouts and leaders are expected to assist in cleanup. At the end of the meal, everyone is responsible for clearing and cleaning the table, as well as cleaning the floor.

### **Allergies and Dietary Needs**

Any special food needs or requests must be submitted at least two weeks in advance of your stay at camp using the OSR Dietary Needs form. *It is unreasonable to arrive at camp and expect to be accommodated without pre-camp communication of dietary needs.* We are happy to accommodate medical and religious dietary needs, as well as vegetarian. We cannot accommodate dietary preferences. Some campers with dietary needs and preferences find it easier to supplement meals by providing their own food, which they bring to camp. We're happy to provide storage for required supplemental foods.

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

### **Check-out Procedures**

When your pack is prepared to leave, a staff member will approve that you have left your campsite better than you found it. To receive your summer camp patches, your campsite must be inspected and approved, and your parent/leader evaluations must be turned in. Camp staff may require you to have your site inspected before departure.



## **Camp Fees, Dates, and Registration**

### **Session Dates**

<b>Session</b>	<b>Dates</b>
Session 1	June 19 – June 22
Session 2	June 22 – June 25
Session 3	July 6 – July 9
Session 4 Webelos ONLY	July 31 – August 3
Check-in for each session begins at 1pm on the start date and the sessions end after breakfast on the end date.	

### **Scout Fees, Deposits, and Payment Date**

	Early Bird – Paid in Full <b>by June 1<sup>st</sup></b>	Standard – Paid in Full <b>after June 1<sup>st</sup></b>
Scouts	\$175	\$200
Adults	\$120	\$145
All payments must be made in full before arriving at camp.		

### **Camperships**

Due date for Applications due is April 15<sup>th</sup>, 2022.

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

### **Online Registration**

For registration, please go to <https://scoutingevent.com/456-OSRCubCamp2022>



## ***Refunds***

Individual Scout/leader refunds will be issued on the following timeline:	Refund Amount
30 or more days before event	100%
15-29 days prior to the event	50%
14 or less days prior to event	No refund

Refund requests must be made in writing to [ptac.camping@Scouting.org](mailto:ptac.camping@Scouting.org)

\*Refunds will not include the 3% credit card transaction fee

## ***Key Information to Know for Veterans and Newcomers***

Being new at summer camp can be overwhelming! We want to make sure your stay is as easy as possible, so below we've indicated some "need to know" information for units new to Owasippe. Please do not hesitate to contact us for more information or to answer any questions you may have.

## ***The Owasippe Scout Camps***

Owasippe consists of several camp operations on one reservation:

- Camp Blackhawk: Situated on Big Blue Lake, offers dining hall meal service and program
- Camp Wolverine: Situated on Lake Wolverine, offers cooked meals delivered to campsite
- Camp at Wolverine: This is our Cub and Webelos camp program at Wolverine, using a dining tent for meals.
- Reneker Family Camp: Cabin camping for families offering exciting programming for all ages. A great way to bring the whole family to Owasippe!
- High Adventure and Outposts: Offered at a variety of locations around Owasippe, offered for Scouts
- Administration Center: The "Ad Center" is our main reservation office and is centrally located on the Reservation. Services at the Ad Center include:
  - Main Trading Post – A large facility with a variety of offerings beyond what's available in the section camp trading posts. Worth a visit!
  - Health Lodge – Our centrally located health office for non-emergency medical assistance. Staffed 24 hours a day by a trained medical professional.
  - Food Preparation Center (Food Prep) – All meals on the reservation are prepared at this main kitchen facility.
  - E. Urner Goodman Scout Museum – An amazing collection of Scouting memorabilia from the past years of Scouting - worth a visit!



### ***Campsites***

Owasippe's campsites are numbered, not named. We call our campsite bathroom's KYBOs. Each KYBO has flush toilets, a urinal, a sink, and hot showers. Some campsites share a KYBO with a neighboring site. It is the unit's responsibility to maintain a clean KYBO with cleaning supplies provided by the camp.

### ***Internet service***

Public Wifi is available at each section camp office, as well as at the Main Trading Post.

### ***Owasippe Hiking Trail System***

Owasippe has a vast network of hiking trails for you and your scouts to explore! The trail system is one of Owasippe's oldest program resources. Many of these routes pre-date Owasippe and served as Native American, Pioneer, and logging routes. Hiking patches and segments are available for purchase in the main Trading Post. Please refer to information on our website regarding trails, maps, and any special details.

### ***Medical Information***

#### ***BSA Medical Form***

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

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

#### ***Medical Records Retention Policy***

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

#### ***Medical Recheck Policy***

The State of Michigan requires that every camper (youth and adult) undergo a medical screening as part of the check-in process. Campers who arrive late must report to the camp office to complete a medical screening upon arrival.



### ***Medication at Camp Administration Policy***

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

### ***Medication Storage***

Each unit is required to provide secure storage for all medication. Camp staff will not store or administer medication to scout campers or adults.

Medication brought to camp must be in the original container or packaging.

### ***Camp Policies and Procedures***

*This is intended to be an overview of policies and procedures for summer camp. For a more extensive overview of Scouting-related policies and rules, please refer to the BSA's Guide to Safe Scouting. The Scout Law and Scout Oath are the guiding rules of our camps.*

### ***Alcohol, Drugs, Smoking***

The possession, consumption, or use of alcohol, drugs, or illegal substances while participating in the Scouting program or on Scout property is prohibited. Violations of laws will be reported. Violators will not be allowed to remain on camp property.

Adult leaders are asked to refrain from smoking and other tobacco use when in proximity of scouts.

### ***Boats in Camp***

Privately owned boats are not permitted in camp, nor on camp-owned docks or shoreline.

### ***Buddy System***

It is expected that scouts utilize the buddy system at all times.

### ***Camper Security***

- Any person without proper identification (staff name tag, camper wristband, visitor tag) should be reported to the camp office. Trespassers will be escorted off camp property and the authorities will be notified.
- Wristbands: Each registered camper (youth and adult) will be issued a wristband (or similar item) that they must wear at all times. Campers will not be permitted to access



activities without this wristband. Replacement bands will be available in the section camp office.

- Staff Identification: Camp Staff and Volunteers are issued an Owasippe name tag (or similar item) to be worn at all times.
- Visitors: Visitors must check-in and check-out at the camp office. Visitors are issued a visitor wristband or tag at the time of check-in.

### ***Camper Discipline***

Michigan State Law indicates: *“A camper shall not be deprived of food or sleep, shall not be placed alone without staff supervision, observation, and interaction, or shall not be subjected to hazing, ridicule, threat, corporal punishment, excessive physical exercise, or excessive restraints,”* either by staff leaders or another camper.

Discipline must be constructive.

- Discipline must reflect Scouting’s values.
- Corporal punishment is never permitted.
- Disciplinary activities involving isolation, humiliation, or ridicule are also prohibited.

### ***Check-in/Check-out***

All campers must properly check in and check out of camp. A log is located in each section camp office for this purpose. An “Early Release of Scout” form must be submitted for any youth leaving camp and/or the supervision of his Scoutmaster prior to the end of the camp week.

### ***Curfew***

Scouts must be in their campsites by 10:00 PM. Exceptions to this rule are limited to approved camp programs and emergency or medical situations.

### ***Child Abuse Reporting***

It is mandatory that any staff or adult leader/volunteer report any suspected or actual child abuse or neglect immediately. Suspected or actual abuse or neglect should be reported to the camp director and to local authorities, such as the police and/or Department of Social Services and to the Michigan Centralized Intake (855-444-3911)

### ***Scouts First Helpline***

As part of its “Scouts First” approach to the protection and safety of youth, the BSA has established a dedicated 24-hour helpline to receive reports of known or suspected abuse or behavior that might put a youth at risk.



1-844-SCOUTS1 (1-844-726-8871)

When to use it:

- Anytime you believe a youth has been harmed or their safety and wellbeing is at risk, and you cannot immediately reach your Scout executive or local council.
- If a youth is bullied because of race, color, national origin, religion, sexual orientation, or disability, and local help is unable to resolve the problem.

If someone is at immediate risk of harm, always call 911.

### ***Damage to Camp Property***

Units are responsible for any damage to camp property which occurs in their site or as a result of behavior of the unit's participants. Units are not permitted to cut down trees (living or dead), construct, paint, or modify structures, or otherwise deface camp property. A unit interested in completing a service project or campsite improvement must gain the permission of the camp ranger before beginning any project. When damage or unauthorized projects occur, a unit is financially responsible for its repair or replacement.

### ***Dogs and other pets***

Pets are not allowed on Owasippe Scout Reservation.

### ***Early Release of Scout***

Scouts who need to leave camp prior to the normal departure date/time must have a completed Early Release form filed. This form is available on our camping resources page.

### ***Firearms, Ammunition, Fireworks, Bows and Arrows***

No firearms, ammunition, fireworks, bows, or arrows of any kind may be kept in the possession of any camper or unit. Owasippe Scout Reservation does not permit personal firearms or archery equipment to be utilized on camp property.

### ***Fires and Fuels***

Campsite campfires must follow BSA Fireguard policies and be in an approved fire ring. Creation of new fire rings is not permitted. Liquid or propane fuels should only be used under adult supervision. Spare fuels must be stored securely. Absolutely NO FLAMES are permitted in tents, including mosquito coils, candles, or stoves.



### ***Harassment and Bullying Policy***

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

#### **Definition**

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

#### **Complaint Procedure**

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

### ***Insurance***

Units camping at Owasippe are required to have unit accident insurance. Pathway to Adventure Council units are provided this coverage by PTAC. Units from other councils must bring proof of unit accident insurance to camp.

### ***Quiet Hours***

A Scout is Courteous. Campsite quiet hours are from 10:00 PM to 7:00 AM. Unit leaders are expected to enforce this rule with their scouts and adults.

### ***Swim Checks***

Prior to participating in any aquatics activity, each camper (youth and adult) must complete a swim check and be issued a buddy tag. Swim checks must be completed at camp. Pre-camp swim tests are not accepted. For more information, please review BSA Aquatics guidelines, including Safe Swim Defense and Safety Afloat.





### ***Vehicles in camp***

**Vehicle passes:** All vehicles in camp must display an Owasippe vehicle pass. These passes are available at check-in and from the camp offices.

**Parking:** All vehicles must be parked in designated parking lots. Vehicles may not remain in campsites after unloading is complete.

**Speed Limit:** The speed limit on all camp roads is 10 MPH

Vehicle usage must adhere to BSA guidelines. Some relevant components of BSA's Vehicle policies are:

- Seatbelts must be worn at all times
- Drivers must be over 18 and possess a valid driver's license
- Riding in truck beds or out of a seated and belted position is expressly prohibited

### **Youth Protection Policies**

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

Some relevant components of BSA Youth Protection are:

- The Buddy System: Scouts should travel about camp with a buddy
- Two-Deep Leadership: A minimum of two adults (21 or over) are required to attend camp for each troop
- Privacy and separate facilities: Adults and youth may not share a tent (unless it is a parent and their child)
- Toilet and shower facilities usage are to be scheduled to allow youth and adults separate times and privacy. This must also accommodate for gender.
- No one-on-one contact: Interactions between youth and adults must take place within plain sight of others. At no time may an adult be alone (one-on-one) with a Scout, other than their own child
- The use of smartphones, cameras, mirrors, drones, etc., in places or situations where privacy is expected is prohibited.
- All aspects of the Scouting program are open to observation by parents and leaders.
- The BSA does not recognize any secret organizations as part of its program.
- Hazing and initiations are prohibited and have no part during any Scouting activity.
- All forms of bullying and harassment including verbal, physical, and cyberbullying are prohibited.
- Inappropriate public displays of affection are prohibited.
- Sexual activity is prohibited.
- Appropriate attire is required for all activities.



*Allegations and investigations follow the procedures of the BSA Youth Protection policies, including immediate removal of alleged perpetrators.*