

Scoutmaster's Pre-Camp Booklet



www.scoutcamphenderson.org

Henderson Scout Reservation 2010

Scoutmaster's Pre-Camp Booklet

PRE-CAMP PLANNING

The pre-camp planning session will be held at camp for Scoutmasters and their SPL's the week before you come to camp on Sunday June 27th at 3 p.m.

Bring With You

1. The number of boys you will have at camp.
2. Revisions to class registrations.

The meeting should be over by 4:00 p.m. You are welcome to bring your family.

PRE-CAMP PLANNING

Camp Fees 2010: Charter Unit (Unit provides full time – over 21 – adult leadership). **Fee** \$240.00 (add \$30 if paid after June 10th - \$270).

PROVISIONAL

(Camp provides leadership) every week of camp only \$270.00 **OR** if it's your second week in camp, the fee is the same as your first week.

MERIT BADGE PRE-REGISTRATION

On line at www.scoutcamphenderson.org May 10th - June 10th register as a Troop after submitting \$50 per boy registration fee on March 10th.

REGISTRATION FEE

\$50.00 per boy due by **MARCH 10TH**. This registration fee is **NOT** refundable, but it can be transferred to another Scout. ****A SPECIAL CAMP DOG TAG AND CHAIN WILL BE GIVEN TO ALL BOYS WITH \$50.00 REGISTRATION FEE PAID THROUGH THE TROOP BY MARCH 10TH**** Boys may register after March 10th and come to camp, they just will not receive the March 10th promotional item.

ACCIDENT AND SICKNESS INSURANCE

All registered Scouts attending camp are covered by accident and sickness insurance. This coverage is obtained under a council policy.

ORDER OF THE ARROW

Youth and adult members are asked to bring their sashes to camp.

GENERAL INFORMATION

When your Unit registers for camp, there will be a fee of \$50.00 to hold your site. Only Units attending, as a Chartered Unit should submit the site fee. If your Unit attends camp with its own full time leadership, the site fee of \$50.00 will be refunded or you can apply it toward your total camp bill. If you do not show up at camp, or **COME TO CAMP WITHOUT LEADERSHIP**, you will lose the \$50.00 site fee.

PERSONAL SCOUT GEAR

Please insure all Scout personal equipment is safe and approved by parents/leaders (eg. knives, games).

CHARTERED UNIT LEADERSHIP

Your Unit must supply full time leadership (over 21 years of age) for your Unit. NOTE: the leadership policy of the BSA – there must be at least two (2) leaders on all trips and outing. By law, in New York State, there must be a ratio of one (1) adult leader for every eight (8) boys. Additional leaders may be 18 years old or above.

Boys in camp	Leadership BSA policy and NY Law	Number of leaders at no charge. Total
1 – 8	2	2
9 – 16	2	3
17 – 24	3	4
25 – 32	4	5

Additional leaders spending the week will be charged \$40.00/week (\$7.00/day) to cover food costs. **Because of insurance requirements, non-scout children of leaders will not be able to stay in camp.**

REFUND POLICY

Because most of the camp fees are actually spent before your troop arrives in camp, refunds can only be made under the following conditions:

1. The \$50 reservation fee is non-refundable.
2. All but \$50.00 per boy can be refunded provided written notification is received at the Council Office at least one week prior to your arrival date, and the troop/boy (provisional camp), has been paid in full.
3. No refunds can be made for cancellations within one week of your arrival date. This will include any “no-shows” or Scouts who leave during the week for any reason.

An exception to this policy is in the event of an illness or injury, which keeps a Scout from arriving at camp verified in writing by the parents or guardian and a physician. Other extenuating circumstances, such as a death in the family will certainly be taken into consideration on a case-by-case basis. All but \$50.00 will be refunded due to extenuating circumstances. A Scout is welcome to attend a different week.

SUNDAY CHECK-IN

Check-in will start at 2:00 p.m. When you arrive at camp, go directly to the main parking lot near the metal storage building. Check in at the information tables and then do the following:

1. Get your troop site assignment.
2. Go to your troop site. Have your boys change into swim trunks, get their health & medical forms ready for the health check-in **Scouts should bring all prescriptions and medications with them to the health check-in.** Before the parents leave camp, make sure they have signed and filled in the **health and medical record #34605.**
3. A camp guide will give your Troop a tour of camp with health check and swim check part of the tour. From the health check-in site, you go to the waterfront for your swim checks.
4. After your swim check and orientation you are on your own for the rest of the day to get settled and to do the last minute planning needed.

AS SOON AS YOU HAVE YOUR BOYS ORGANIZED, YOU SHOULD CHECK IN AT THE ADMINISTRATION BUILDING. **WE NEED TO SEE ALL TROOP LEADERS BEFORE 4:00 P.M. SUNDAY.**

Our final accounting and fee payments will be taken care of on Friday. You will be able to set up a program charge account for use at the archery range, rifle range, and craft lodge. This charge account **MUST** be pre-approved with the Camp Director on Sunday.

SUNDAY EVENING

At 5:30 p.m. you should send one (1) KP to the dining hall for each eight (8) boys you have in camp. You should have the rest of your troop lined up at the dining hall by 5:45 p.m. Send boys that have been to camp before and know the routine.

After dinner, EVERYONE will join in an opening water carnival (campfire if inclement weather). Sunday evening, one leader from each unit will attend a LEADERS ROUNDTABLE at the roundtable each unit will be given 1 Scoutmaster coffee mug and 1 camp mug for an assistant. Other mugs may be purchased from the preorder form. The roundtable at 9:15 a.m. Monday is open to all leaders.

CHECK-OUT AT THE END OF THE WEEK

Scout troops and individual boys may check out at the conclusion of the camp program on Friday. The Order of the Arrow ceremony is at approximately 8:15 p.m. Troops staying over till Saturday will have a light breakfast and depart when they wish.

BAR-B-QUE

The bar-b-que will start at 5:30 Friday evening. Your son is free to check out anytime with his unit leader's permission. **Note:** Bar-b-que tickets for visitors **must** be purchased when you check in on Sunday afternoon. The tickets are available at the check-in table (adults \$7.75, children under 11 \$4.75).

CAMP ADDRESS

Henderson Scout Reservation, 525 Boy Scout Road, Maryland, NY 12116

Camp phone: (607) 638-9050

MAKE SURE THE SCOUT'S NAME AND TROOP NUMBER ARE ON THE OUTSIDE OF THE ENVELOPE. We suggest that you not call camp unless it is very important. Thank you.

CAMP MEDICAL FORMS

EVERYONE (YOUTH AND ADULTS) ATTENDING SUMMER CAMP MUST BRING WITH THEM A **FULLY COMPLETED ANNUAL HEALTH AND MEDICAL RECORD #34605 PARTS A, B, C.**

THE MEDICAL FORMS WILL <u>NOT BE RETURNED TO YOU AT THE END</u> OF CAMP. IF YOU WANT THE FORMS FOR FUTURE USE, YOU MUST HAVE PHOTOCOPIES MADE BEFORE YOU COME TO CAMP.

MEDICALS

ALL MEDICATIONS, BOTH PRESCRIPTION AND OVER-THE-COUNTER, MUST BE IN THEIR ORIGINAL CONTAINERS, NOT EXPIRED, AND CLEARLY MARKED WITH THE

CAMPER NAME AND TROOP NUNBER. PHYSICIAN, PA OR NP PERMISSION TO ADMINISTER EACH MEDICATION MUST BE CLEAR IN PART A OF THE ANNUAL HEALTH & MEDICAL RECORD. ALL MEDICATIONS WILL BE REGISTERED WITH THE HEALTH OFFICER ON SUNDAY AT CHECK-IN AND SECURED IN THE HEALTH LODGE.

ADULTS

All adult leaders staying in camp must have a completed annual health & medical record #34605 parts A, B, C. Guests and helpers staying less than 72 hours need only parts A and C. Anyone wishing to use the waterfront must have all parts completed.

NOTE FOR 2010 - THE NEW FORM #34605 WILL BE REQUIRED. THIS INCLUDES AN ANNUAL PHYSICAL FOR ALL.
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PRE-REGISTRATION FOR CLASSES

In order for camp to be better prepared to serve you and your Scouts, we are asking that you pre-register for all classes. You can do this online at www.scoutcamphenderson.org starting May 10th and ending June 10th. We need to know the TOTAL NUMBER of boys from your troop in each merit badge and skills class – by class period. Your cooperation with this system enables us to do a better job of planning your camp needs. We will be able to do a better job of ordering program supplies and materials and make more efficient use of the camp staff. IF CLASS SIZE LIMITS OR MATERIAL RESTRICTIONS BECOME NECESSARY, THEY WILL BE BASED ON YOUR PRE-REGISTRATION.

PROGRAM COSTS

(Subject to change due to manufacturer prices at camp time). Some merit badges involve a fee to cover supplies. These merit badges are:

- Archery – bow string, arrow kit, replacement arrows - \$5.00
- Basketry - \$13.00-\$15.00
- Leatherwork - \$6.00-\$8.00
- Pottery - \$5.00-\$8.00
- Rifle Range – charges for ammo during free shoot
- Shotgun Merit Badge - \$20.00 and up
- Rifle Shooting Merit Badge - \$5.00
- Indian Lore - \$15.00-\$20.00
- Woodworking - \$8.00-\$10.00
- Space Exploration - \$8.00
- Photography - \$13.00
- Woodcarving - \$2.00-\$3.00
- Mammals - \$6.00
- Climbing - \$25.00
- Environmental Science - \$4.00
- Pioneering - \$4.00
- Wilderness Survival - \$4.00
- Fishing - Fishing license over 16 years of age

SAFETY

These policies determined both by the National Council BSA, and the New York State Department of Health:

1. There will be NO OPEN FLAMES IN TENTS.
2. There will be NO GAS LANTERNS, LIQUID OR PROPANE IN TENTS.
3. There will be NO LIQUID FUEL STORED IN CAMPSITES. (A locker in the storage building is provided for your use).

ADVANCEMENT OPPORTUNITIES

In order for a Scout to receive a maximum benefit from his week at camp, he should decide what he wants to do at camp long before he arrives.

The adult leadership in the troop should talk with the boys on an individual basis about which merit badges they want to take. Before they make a final decision, they should read the requirements for each badge they plan to take. Special attention should be paid to any prerequisites that are required. Many of the badges cannot be completed in a week at camp. They have requirements that must be done over a long period of time. Also, keep in mind a boy's physical size and strength. In canoeing for example, he must be able to properly pick up and carry a canoe. It doesn't matter how good he is in the canoe. If he can't carry it, he can't get the badge. Also, in archery a boy must be able to pull 20 pounds.

A scout takes a merit badge to learn and to develop new skills. Many require prior experience in order for a boy to gain the maximum benefit from the badge. Camping is a prime example. A couple of camporees don't prepare a scout for camping merit badge (that's why 20 days and nights are required). **COMMON SENSE IS THE KEY TO A GOOD SCHEDULE FOR A BOY.**

Take into consideration a boy's physical strength and his experience as you help him select the merit badges he wants to take. Don't let him start out with the hardest badges.

OUTPOST CAMPING

Some of your Scouts may be required to take part in an overnight outpost camp for Camping or Wilderness Survival merit badge. Boys planning to take these programs should bring the personal camping gear needed. (Check Scout Handbook for the list). Scouts should bring troop tents to carry on outpost for camping merit badge.

Your entire troop may want to take part in an overnight. If you want to give this a try, then everyone should have their camping gear. At least two adult leaders from your troop must take part in the overnight. Troops planning an outpost to complete Tenderfoot and Second Class requirements should have scouts bring personal camping gear needed including tents.

WATERFRONT MERIT BADGES

SWIM TESTS: Scouts earning white or red tag on Sunday are encouraged to attend swimming lessons during the week.

Scouts earning blue tag (BSA swimmer test) are able to enter all waterfronts. Blue tag requires proficiency in 1 stroke plus a restful backstroke and satisfies the First Class rank swimming requirement.

EQUIPMENT NEEDED:

Swimming merit badge – bring extra clothing including a button up long sleeve shirt for survival swim.

Canoeing merit badge – bring extra clothing for canoe swamping.

Snorkeling BSA Patch – bring own equipment.

MERIT BADGE BOOKS

It is required that all boys taking a merit badge at camp have a merit badge book available to them. We will have a limited supply at the camp store. If you want to be sure that your boys have books, you can bring your own or you can pre-order the books when you pre-register. Payment in advance is required or you can charge your unit account.

FIRST YEAR SCOUTS

A well-balanced first year Scout schedule may include:

1 session in the Scout Skills area

1 Craft Lodge merit badge session

1 Nature Lodge (*except Environmental Science*), Fitness area, Indian Lore or fishing merit badge

This advancement schedule would allow a boy to be in 3 program areas in camp during the day. When added to camp site activities, sports, COPE, free swim, hiking trails, open program areas, the first year Iroquois Trail program and free time a new Scout can be set for a great week.

SECOND YEAR SCOUTS

1 session in the Scout Skills area

1 Craft Lodge merit badge

1 Nature Lodge (*except Environmental Science*), Fitness area, Indian Lore fishing, pioneering, swimming

Swimming for the younger scouts interested in the waterfront area. Swimming merit badge would be a viable choice providing the scout and the unit leader realize that this would be a week of learning strokes and doing part of the requirements. The young scout should realize however that not completing the merit badge is a probability unless the scout is on a swim team or has had lots of swimming training. Swimming merit badge prerequisite: second class req. 7a-c, first class 9a-c.

THIRD YEAR SCOUTS OR AGE 13, 14, 15

All areas

COOKOUT DAY

Everyone in camp will prepare and serve three meals in their campsite. Camp has some patrol cooking equipment, but you might want to bring your own troop camping gear. It might also be helpful to bring your troop axes and bow saws.

Everyone must bring his own knife, fork, spoon, cup, plate, bowl. We will not hand out plastic ware.

The menu for cookout day will be:

Breakfast: eggs, bread & butter, milk, cereal
Lunch: meat sandwich, soup, bread & butter, fruit drink, cookies
Dinner: foil dinner, butter, fruit, milk

Also included in food box will be: salt & pepper, sugar, mustard, catsup

Some units bring their own spices and other enhancements

PLEASE NOTE: special items such as pancake syrup WILL NOT be included unless they are requested in writing by 12:00 noon on Tuesday.

The boxes will be ready at 6:30 a.m., 11:00 a.m., and 4:30 p.m.

Mealtimes at camp: 7:30 a.m. breakfast, noon lunch, and 6:00 p.m. supper.

CAMP SECURITY

For the health and safety of the camp community, visitors are required to sign in at the camp office upon arrival.

Scouts are sent by parents to camp under the recognized supervision of registered leaders from the scout troop of his hometown.

Release of campers to persons other than parent, guardian, or registered leader will require signed permission by parent or guardian.

CAMPER ORIENTATION

For the safety of campers they will receive training in the camp safety plan. Training will be conducted in part by the staff and also by unit leaders in the following areas:

- A Tour of the camp property
- A description of the camp's hazardous areas
- How and to whom to report injuries or illness
- To who other types of incidents should be reported (abuse)
- The buddy system
- Lost camper plans
- Fire drill signals and procedures
- Evacuation procedures
- Camp security plan
- Lightning safety plan
- General camp rules (e.g. re: running, horseplay, etc)
- Out of camp trips/camp security procedures
- Adult supervision requirements

SHOOTING SPORTS

Many Scouts want to attend open shoot on the rifle range and use the 22's. In order to meet BSA range requirements they need to be familiar with requirements 1 and 2 a-g of the rifle shooting merit badge before visiting the range. The Range Director will review these items with a Scout before open or "FREE" shoot. Scouts taking rifle or shotgun merit badge will learn and review this material during class time.

Verification of Camper Leaving
Henderson Scout Reservation

Week _____ Troop _____ Date _____

Camper's Name: _____

Person Picking Up Camper: _____

Verification Checked-Driver's License? _____

Reason For Leaving (Destination): _____

Approximate Return: _____

Parent Signature: _____

REMIND INDIVIDUALS TO SIGN IN WHEN THEY RETURN!

SCOUTS TAKING MERIT BADGES AT CAMP MUST FIRST COMPLETE ALL RELATED REQUIREMENTS IN TENDERFOOT, 2ND CLASS AND 1ST CLASS PRIOR TO CAMP.

Some merit badges at camp have requirements that must be completed at home prior to attending camp (prerequisites) if a scout expects to complete the badge at camp. Also, some merit badges require extra time at camp outside of the scheduled class period for completion. The time indicated does not include study and skill practice required for all merit badges that is done during a scout's free time.

MERIT BADGE	PREREQUISITES (PRIOR TO CAMP)	EXTRA TIME REQUIRED AT CAMP
ARCHERY		MAKE A BOWSTRING AND ARROW
ARCHEOLOGY	REQ. 4A, B or C, 5, 7B	8 HOURS IN FIELD OR LAB
ART	REQ. 2A, OR 2B, 4	COMPLETE 5 COMPOSITIONS
BASKETRY		TIME TO COMPLETE BASKETS & STOOL
CAMPING	1 ST CLASS REQ. 3 AND 4	OVERNIGHT OUTPOST
EMERGENCY PREPAREDNESS	#2A, B, C AND 8C	
ENVIRONMENTAL SCIENCE	PURCHASE E.S. WORKBOOK AT TRADING POST	
FISHING		CATCH FISH
LIFESAVING	2 ND CLASS 7 A-C, 1 ST CLASS 9 A-C	
MAMMALS		6 HRS. OBSERVATION, 3HR. CONSERVATION PROJECT
ORIENTEERING	1 ST CLASS REQ. 2	
PERSONAL FITNESS	1B, DENTIST STATEMENT	
PIONEERING	1 ST CLASS REQ. 6, 7A AND 7B	
POTTERY	# 7	PERIOD 4 FOR PROJECTS
REPTILE STUDY	REQ. 8	
RIFLE/SHOTGUN SHOOTING	A BOY MUST BE 12 YEARS OLD	
SWIMMING	SECOND CLASS 7A-C, FIRST CLASS 9A-C	
WILDERNESS SURVIVAL	1 ST CLASS REQ. 3 AND 4	OVERNIGHT OUTPOST
FIRST AID	2D	

MERIT BADGE EQUIPMENT

For certain merit badge fields, a scout needs to bring any equipment he may have.

Fishing - pole and tackle.

Personal Fitness & Athletics - sneakers, shorts.

Hiking - good hiking shoes/boots and day pack, scouts will complete 2 of the required 6 hikes.

Craft Lodge Merit Badges - each Scout needs current Merit Badge Book, pencil and paper.

Camping - backpack, hiking shoes, troop backpacking tent.

Whitewater - bike helmet or whitewater helmet.

Archery - Scouts may bring own bow.

Swimming - mask, snorkel, fins

Snorkeling - mask, snorkel, fins

Wilderness Survival - survival kit and fire starters

WARNING CAUTION

RABIES IS A VIRAL DISEASE THAT ATTACKS THE CENTRAL NERVOUS SYSTEM. IT CAN BE CARRIED AND TRANSMITTED BY ALL WARM-BLOODED ANIMALS. INFECTED ANIMALS WILL EVENTUALLY DIE.

THE DISEASE CAN BE AND IS TRANSMITTED TO HUMANS THROUGH THE BITE OR SCRAPE FROM AN INFECTED ANIMAL.

SUMMER CAMP IS A "HIGH CONTACT" SITUATION WITH TWO POTENTIAL RABIES CARRIERS: THE RACCOON AND THE SKUNK.

THE RACCOONS AND SKUNKS ARE NIGHTLY VISITORS TO THE CAMPSITES IN THEIR SEARCH FOR AN EASY SNACK OF CANDY AND OTHER "JUNK FOODS".

YOU CAN REDUCE THE POTENTIAL FOR CONTACT WITH THESE CARRIERS BY DOING THE FOLLOWING:

1. DISCOURAGE THE BRINGING OF COOKIES, ETC. FROM HOME.
2. DISCOURAGE THE STORAGE OF CANDY ETC. IN THE CAMPSITE.
3. KEEP THE CAMPSITE FREE FROM ALL TYPES OF FOOD WASTE (TAKE GARBAGE TO THE SHED DAILY.)
4. DON'T DISPOSE OF COOKOUT DAY SCRAPS IN THE WOODS. TAKE ALL GARBAGE TO THE SHED.
5. DON'T LET YOUR BOYS PUT OUT FOOD TO "BAIT" THE RACCOONS AND SKUNKS.

WE CAN CUT DOWN ON THE POTENTIAL FOR CONTACT WITH RABIES IF WE DON'T GIVE THE CARRIERS A REASON TO BE IN THE CAMPSITES.

AVOID CONTACT WITH WILDLIFE. ANY ANIMAL THAT DOES NOT ACT "NORMAL" SHOULD BE AVOIDED. IT IS PROBABLY SICK. ANY SUCH ANIMAL SHOULD BE LEFT ALONE AND THE ANIMAL'S LOCATION SHOULD BE REPORTED TO THE CAMP DIRECTOR OR PROGRAM DIRECTOR IMMEDIATELY.

HENDERSON SCOUT RESERVATION

PRE-CAMP CHECKLIST

Check off these items in advance of camp as they are completed. Check them off again on the day before leaving for camp.

- Roster of all scouts going to camp (do you have the last minute ones?)
- Names addresses and phone numbers of all parents. Do you know where they can be reached in an emergency?
- Health history, physical and medication permission forms for each scout and leader. No scout or adult may register without one.
- All transportation arrangements made, coming and going?
- All camp fees paid in advance?
- Troop camping and program equipment. (Include American & Troop flags).
 All scouts and leaders properly uniformed (have summer uniform inspection at a troop meeting just prior to camp).
- Leader has an up-to-date record on each scout's advancement.
- Troop cooking gear in good condition and ready to go.
 Each scout is properly equipped (see checklist, having an equipment check just before camp. Discourage boys from being over-equipped and insure all gear is in accordance with BSA policies and with approval of parents/leaders. (Knives, axes, etc.)
- All pre-camp program planning is complete and all leaders have the necessary information and records.
- All tent assignments made on Patrol basis (plan on 2-man tents).
- Camping patrols have elected their leaders.
- Troop leadership corps organized and arranged.
 All parents aware of all plans (date, time, and place of departure, return date, time and place of arrival, mailing and phone information, visiting day rules, opportunity for scouts to stay over as provisional camper after troop departs).
- Unit canopy and lanterns (optional).

BEST DIRECTIONS TO HENDERSON SCOUT RESERVATION

(Preferred by locals, map quest will send you up a logging road)

FROM THE EAST (Albany etc.)

Take exit 18 off I-88 - turn right - drive ½ mile take left on Route 7 west

Drive 4 miles passing through Schenevus and then Maryland

½ mile west of Maryland turn right at camp sign (by white house, white barn) on to County Route 42

After ½ mile turn left on Crumhorn Lake Road

After 1.6 miles uphill turn left on Boy Scout Road

Camp is 1 mile

FROM THE WEST (Binghamton, Oneonta)

Take exit 17 off I-88 - turn left on to Route 28 North

After 4.5 miles turn right in Portlandville (the only right in the village on to Route 35 A

Drive .3 miles turn left on Route 35

Drive .5 miles uphill, turn left on Boy Scout Road at the top

Drive 2 miles to camp

FROM THE NORTH (Cooperstown)

(This is also the fastest route to Cooperstown from camp but the worst in snow and ice, - winding and 1.5 mile hill. However, the Town of Milford maintains it well).

Take Route 28 scout to Milford

Drive left at the light on to East Main/Route 166 north

Drive 1 mile take right over bridge on County Route 35 B

Drive .2 miles turn right on County Route 35

Drive 1 mile take left on Konchar Road

Drive uphill 1.5 miles

Turn right at top onto Boy Scout Road

Camp is 1 mile

