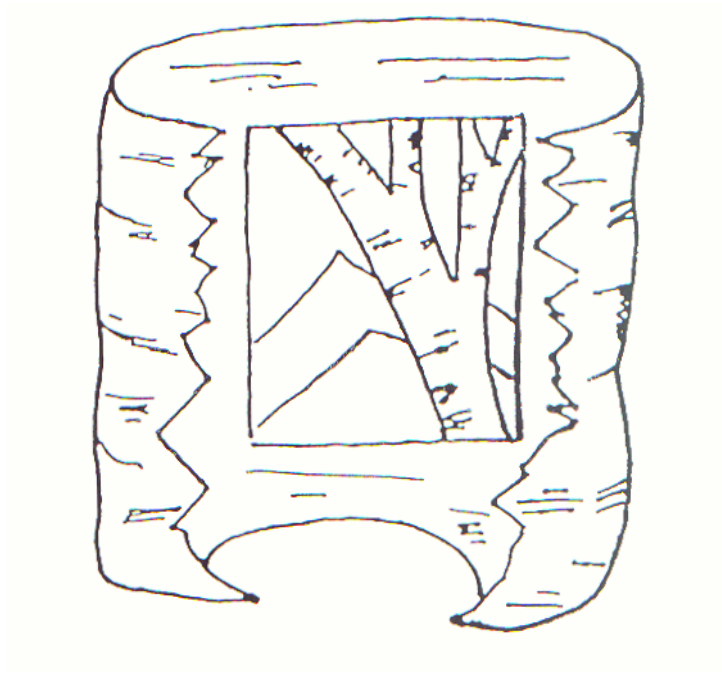


**2008**  
**Edmund D. Strang**  
**Scout Reservation**



**Leaders Guide**

**REVISED 5-13-08**

**Emergency Contact Phone Number - (860)-491-2770**

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# **Welcome to Strang Scout Reservation!**

I am looking forward to an exciting season. We have received word from many former staff members that they are geared up for returning this summer!

There is nothing we take more seriously than providing a safe and secure environment for our campers. In an effort to facilitate this, wrist bands will be used again as a means to identify campers and adults. We do appreciate your efforts with implementing this fairly new policy.

We recognize that camp can be a perfect place for leaders to get touched up on their training. We will work to provide training courses for unit leaders in Safety Afloat, Safe Swim Defense, and Leave No Trace during the week. Let us know if there is any other areas you wish to become trained in during the pre-camp meeting.

There has been some concern in the past over the lack of participation in our older boy program. An effort will be made to provide age appropriate activities to boys 13 years and older. The older boy program and high adventure program (week 3) will be revamped to include opportunities for Venturing Advancement,

We are working out the details to continue offering as many off site activities as possible. An effort will be made to ensure that requirements for merit badges calling for off site visits are provided. The traditional dance with Camp Mohawk will be organized during the summer as well.

Both Jamey Allan and I are looking forward to another successful camping year. Our number one goal is to continue our camp tradition of providing a fun and safe scouting program for our campers. We greatly appreciate your willingness to join us this summer and we hope to give you, as unit leaders, a memorable experience as well.

Tom Transue  
Camp Director

## **UNIT PREPERATION for CAMP**

### **Pre-Camp Meeting:**

This meeting is held the Tuesday before your week at camp. Scoutmasters and Senior Patrol Leaders are expected to attend the pre-camp meeting which will be held **at the dining hall** at 7:30 PM. Additional adults may attend but please no other scouts.

The agenda for the meeting will include: Troop program planning, camp rules, emergency procedures, meeting the camp administration, etc.

### **Please bring**

- 1) This manual
- 2) Troop roster (see form #1)
- 3) Medical forms
- 4) Merit badge sign up roster (see form #2)
- 5) Blue Cards
- 6) Photo orders and money (see form #3)
- 7) Family picnic orders and money (see form #4)
- 8) Adult Questionnaire (see form #5)

The Troop SPL will have the chance to plan the troops program for the week at camp. Therefore, the SPL should come with an idea of what troop activities his scouts will want to participate in during the week.

### **Checklist:**

Please consult this checklist before arriving at camp.

- All fees paid at the Council Office or have payments to bring to camp.
- Necessary Adult Leadership all set, plans reviewed with parents.
- Transportation for all campers arranged.
- Any last minute merit badge registrations?
- Any last minute Photo and Picnic orders?

## **WHAT TO BRING TO CAMP**

Even in the summer, the weather can be unpredictable. Scouts should be prepared for heat, cold, rain, and sun. Below is a suggested list of what to bring to camp although a scouts best resource is those veteran scouts and leaders who have attended camp before.

### **TROOP GEAR:**

Chef kits, stove, troop flag, patrol flags, dependable alarm clock, & Lanterns (propane are best)

### **Personal Gear:**

Full Scout Uniform: pants, socks, and shirts

Shirts, pants, shorts, socks, undergarments, towel, shoes (No open-toed shoes may be worn in camp), rain gear, a pillow, sleeping bag or blankets, hat, swim suit, flashlight with extra batteries, jacket or sweater, toiletries, and a photocopy of your medical form.

### **Optional Gear:**

Camera, film, bug net, songbook, watch, money for trading post, musical instrument, insect repellent (no aerosol spray please), drinking cup, laundry bag, fishing gear, sun tan lotion, stationary, stamps, pajamas, theme based clothing/costumes, Bible or Prayer book, Sports equipment (glove, etc.)

*Please have scouts mark all their gear and clothing with the Scout's name and Unit Number.*

### **Please Note:**

Certain Merit Badges require special clothing, equipment, or items purchased at the trading post. Please refer to **camp brochure** for specific merit badge information.

### **Food:**

Scouts will be provided with wholesome, healthy, and well balanced meals while at camp. Scouts should not arrive at camp with any food and units should not store any food in the campsite. This is for your safety and the safety of the wildlife that we share the camp property with.

## **Camp Services**

### **Mail:**

Mail leaves the camp office daily; it should be left in the mailbox to the right of the camp office door. Stamps are available for purchase at the Trading Post. The camp address is 278 West Side Rd. Goshen, CT 06756.

### **Unit Photos:**

As usual we will be having a photographer coming into camp to take pictures. The day of pictures will be announced and scheduled early in the week. The cost will be \$12.00 for these 8" x 10" color prints in a gray frame. They will be distributed to unit leaders along with the Advancement Packet on Saturday Morning. Each troop needs to collect the money from their scouts and turn it in no later than during check-in on Sunday upon checking-in on Sunday. Many units pay using troop checks.

### **Lost & Found:**

A Lost & Found box will be maintained at the Trading Post.

**Provisional Troop**

Not all scouts can go to summer camp with their troop or some scouts may elect to stay for a second or third week. If this occurs, we will find space within an existing troop. Scouts will participate in all activities as members of their provisional troop. In addition they will have the excitement of meeting and making new friends with scouts from in and out of council.

**Camperships:**

It is the policy of Housatonic Council to provide assistance to Scouts who need financial aid in order to be able to attend camp. A confidential campership application form can be found in the camp brochure.

**Trading Post**

The camp’s trading post is located in the Tierney Building. It is well stocked with merit badge booklets, assortments of cups, emblems, uniform parts, scout equipment, craft supplies, books, souvenirs, candy, ice cream, soft drinks, and other various sundries. Trading Post Hours are as follows:

<b>Sunday</b>	2:00 – 6:45 PM
<b>Monday – Friday</b>	Hours will be posted in your campsite.
<b>Saturday</b>	8:50 AM – 12:30 PM

These hours may be adjusted as necessary.

**Counselor-in-Training Program**

Scouts who will be 15 years of age by the time that camp rolls around may apply for the “Counselor-in-training” program. Counselors-in-training attend staff week and receive the same training as the senior staff. Counselors-in-training work in each of the program areas where they function as assistants to the area staff members. They are also provided with time to work on advancement. Scouts interested in the program should contact any member of the camp administration.

## **SUNDAY SCHEDULE and CHECK-IN**

Check in time for Unit Leaders will be from **1:00 to 2:30** PM at the Camp Office. Vehicle passes will be issued during this time for the purposes of bringing troop equipment to the campsites. All vehicles must be out of the camp before 3pm.

There will be a MANDATORY unit leader meeting at **2:30** at the camp office to review registration and medical recheck procedures. The unit leader in charge of registration of the unit must attend this meeting.

Check in time for Scouts will be **3:00 PM**. A scoutmaster from each unit must be located at the unit registration tent by the parking lot until all campers have checked in. Once they have, the scoutmaster is to check out with the camp clerk, or designee. Scouts should never be walking about camp alone. Please adhere to the buddy system policy.

In order to allow the staff adequate time to prepare for your arrival, these check-in times will be strictly observed. Leaders should note: All vehicles must remain in the designated parking area during the week. See *Council Vehicle Policies*.

### **Medical Recheck:**

All troops/packs send in medical forms with their Scoutmaster a week prior, during the Pre-Camp Meeting. This allows the health officer to double check for missing signatures, alert cases, and to prepare buddy tags. A packet will be given to the Unit leader upon arrival and a staff member will review the packet with the Unit to expedite check-in. This will ultimately save you much time and trouble.

All scouts and Scouters must have a completed medical to spend the week in camp. A scout's health history must be filled out and signed by the parent/guardian within the past 90 days. There will be a medical re-check as a part of the check-in procedures. The health officer will check and collect all forms not previously turned in as well as medications.

Scouts and Scouters must have a health history and a medical examination, dated not more than 3 years and signed by a licensed physician, prior to the arrival at camp. Adults over the age of 40 must have a medical examination dated within 12 months prior to the end of the camp week. **HEALTH FORMS WILL NOT BE RETURNED.**

**No medical examinations can be given at camp.**

Scouts and Scouters not meeting the medical examination requirement will not be permitted to remain in camp. This pertains to all participating scouts and leaders, no matter how long their stay in camp may be, **including temporary leadership.**

### **Medications:**

All Medications for Scouts and Scouters must be turned into the camp health officer during the re-check. Only legal medications will be given to a scout during the week, meaning that each form of medication must have a date as well as a doctor's name on the container. Medications must be in the original container. Non-prescription medication must also be left at the Health Lodge. **This is a state law**

**Swim Check:**

A swim check will take place at the waterfront soon after arrival. Therefore, it is advised that scouts arrive at camp ready to take the swim test incase any delays occur delivering gear to individual sites. Each member of the troop would have a buddy tag that was issued at the medical re-check; it will be kept at the waterfront.

Waterfront rules will be explained by the staff. Each scout should understand the rules; they are posted on the waterfront Bulletin Board. These rules will be enforced by the Waterfront staff at all times.

**Family Picnic:**

A Family picnic will take place between 5 and 7 PM. Unit Leaders are expected to assist in the collection of guest fees during check in.

**Retreat:**

Formal retreat will be held at 6:45 PM in the Parade Field. Troop formation and procedures will be discussed upon arrival. Class A uniform is requested and troop/patrol flags are welcome.

**Senior Patrol Meeting:**

There will be a mandatory Senior Patrol Leaders (SPL) meeting during the tour. SPL's are expected to bring ideas for troop program planning purposes. A schedule of troop activities for the week is arranged at this meeting.

**Camp Tour:**

All campers are expected to participate in the camp tour. Each of the program areas visited will have a staff member who will explain the program and answer any questions.

**Opening Campfire:**

The opening campfire is put on by the staff at around 9PM. This is the final event of the day. Troops should come ready to sing and learn new songs.

**Adult Cracker-barrel:**

There will be a cracker barrel (an informal get together) in the dining hall approximately 15 minutes after the Sunday night campfire. The camp administration requests one unit leader from each site to stop by to discuss any first night details. Please be sure to keep 2-deep adult leadership in your sites.

**Taps:**

Taps is at 10:00 PM. Everyone should be back at their campsites and getting ready for the next day. When scouts are exhausted, they don't have as much fun.

## DAILY SCHEDULE

This is a general guide of what a typical day at Strang is like. Additional activities will be announced at the beginning of the week.

7:00	Reveille
7:45	Waiter's Call Colors on Parade Grounds
8:00	Breakfast
8:30	Campsite Clean-Up
9:00	Merit Badge Sessions and Morning Program Activity Periods
<b>10:00</b>	<b>Leader Meeting</b>
11:35 – 12:10	General Swim
12:15	Waiter's Call
12:30	Lunch
1:00	Siesta Period
2:00	Merit Badge Sessions and Afternoon Program Activity Periods
4:00 – 4:45	Older Boy Program Free Time for Personal Merit Badge Work
4:45	General Swim Rifle Range/Archery & Other Areas By Appointment Only
5:45	Waiter's Call
<b>5:50</b>	<b>Camp Retreat on Parade Grounds</b>
6:00	Dinner
7:00	Unit Activities
8:00	Unit Activities, Campfires, and/or Camp wide Activities
9:30	Quiet Time in Unit Site
10:00	Taps; lights out

## **Camp Retreat**

Camp holds a formal retreat ceremony daily at 5:50 PM at the Parade Field. Please be on time and in uniform so we can get to dinner at 6:00 PM. Your cooperation is needed. Unit and U.S. Flags are requested (weather permitting).

At troop roll call, the SPL is expected to respond.

*“Troop #\_\_\_\_\_ All present or accounted for, Sir!”*

If any troop would like to furnish the color guard for retreat, please see the Program Director. Waiters report to the dining hall at 5:40 PM and therefore will not be at retreat.

The staff will march in as a unit and form in front of the flagpole.

Troops are reminded that retreat is a serious time of day. Troops are asked to refrain from troop cheers, songs, and other displays during retreat unless cleared by the program director prior to the ceremony. All troops are required to attend retreat and be on time.

## **MEALS**

Three meals per day are served in the Dining Hall beginning with Sunday dinner.

### **Meal times**

Breakfast: 8:00 AM

Lunch: 12:30 PM

Dinner: 6:00 PM

On Monday morning, your troop will be assigned to tables in the dining hall. Ten people will generally be assigned to each table, consisting of one adult from your troop, one camp staff member, and eight scouts. We ask that you don't have more than one adult per table unless you have more adults than tables. In some cases tables may have to be shared with another troop or additional staff members may join you.

We ask that SPL's notify the patrol leaders to assign experienced waiters on Monday to allow the younger scouts to watch and learn. The waiters are to report to the dining hall 15 – 20 minutes before the meal to set the table. They do not go to retreat. They are the only ones to go to the kitchen during the meal to get seconds or dessert, and they stay after the meal to clear the table and sweep the floor. Further instructions will be given by the Dining Hall Steward at the first meal serving. He will be available at all times to assist scouts when needed.

## **Special Programs**

### **Rainy Day Programs:**

The regularly scheduled camp program continues rain or shine. The waterfront program and some open field activities may need to be adjusted in case of an electrical storm but everything else operates as usual. In case of cancellations, alternative program will be provided.

### **Order of the Arrow Day:**

An announcement will be made designating one day to be OA Day at Camp Strang. OA Members are encouraged to wear their sash during the day and at retreat. Events may take place throughout the day. There will be an evening rededication ceremony followed by a cracker barrel. Your SPL will receive more specific information once you arrive at camp.

### **Patrol Leaders' Council Meetings:**

Units are strongly encouraged to hold PLC meetings while at camp. The camp experience tends to bond scouts and especially the youth leaders together. Camp staff will be happy to attend and help facilitate this meeting. Please contact the Program Director.

### **Off Property Trips:**

Certain Merit Badges or Activities require travel off camp property. The camp office must have a current permission form on file in order for a camper to participate. Transportation will be by camp vehicle, school bus, or by adult leaders in camp that week.

### **Camp wide Events:**

We will provide at least one camp wide event during the week. The specific activities and events held during this time will be determined by the SPL's. Additional camp wide events may be planned by the SPL's.

## **SATURDAY PROGRAM**

Saturday program will include breakfast served in the campsite, aquatics carnival, court of honor, and a buffet lunch. Parents are welcomed to join their sons for these events and will be allowed into camp starting at 9AM. The schedule is as follows:

7:00 AM	Reveille
8:00 AM	Breakfast
9:30-10:30 AM	Water Carnival
11:00 AM	Honor Court

### **Breakfast:**

Breakfast can be collected from the dining hall at 8:00 AM to eat in troop sites. Please be sure to bring all trash back to the dining hall. We ask that all unnecessary gear and/or equipment be packed and placed in a central location in the unit site, so that it can be moved out by the Camp Staff starting at 9:30 AM. **A Continental Breakfast will be available to parents in the dining hall beginning at 9AM. Any appropriate donation will be accepted.**

### **Aquatics Carnival:**

The water carnival will be held at the waterfront from 9:30 to 10:30 AM.

### **Court of Honor:**

This court of honor will recognize all scouts for their hard work during the week. Unit Leaders must check out with the camp clerk or designee after the court of honor to receive all advancement paperwork.

### **Camp Evaluation:**

At the end of the week all adult leaders in camp will be given a "Camp Evaluation" form to complete. The information you provide is very important to us. We use this as a basis for making changes (if needed) or refining procedures for future weeks or next year. In response to past Scoutmaster's suggestions, we have made several changes in camp and its program.

# **BSA Policies**

## **Participant Identification Policy**

New National BSA policies require scouts, leaders, and staff to be able to instantly recognize any participant and what their role is at camp. All Staff will wear name badges and visitors, upon check in, will be given a pass that must be worn. All other participants will be given a color-coded wrist band that must be worn for the entire week. In the case where an individual is seen not displaying one of the above forms of identification, notify the camp office immediately.

## **VISITORS**

Visitors are always welcomed. BSA regulations require all visitors to check in at the camp office and receive a visitor pass. This must be worn at all times while on the camp property. Upon leaving, visitors must return pass and sign out from the camp office. (This does not apply to Sunday afternoon and Saturday morning.)

It is possible for visitors to dine with the troop in the dining hall as space allows. These meals must be paid for in advance at the camp trading post or camp office (minimum 2 hours before the meal) at the following rates:

Breakfast:	\$4.50
Lunch	\$5.50
Dinner	\$6.50

## **Adult Training:**

### **Safety Afloat, Safe Swim Defense, Climb On Safely and Trek Safely**

All adults are required by the BSA and Housatonic Council Committee to take these brief but required orientation sessions every year. An increasing number of aquatic accidents on troop trips are the basis for this rule. Times and Locations will be announced.

## **First Aid Information:**

The first aid station is centrally located in camp. If the camp health officer is not available, you should report injuries or illnesses to the camp office. Distribution of any medication must be arranged with the health officer (usually after meals).

In cases needing hospital treatment, a scout will be taken to the hospital (Charlotte Hungerford) and his parents will be notified. Transportation may be by emergency vehicle, camp vehicle, or troop leader's vehicle.

If, in the opinion of the camp doctor, a Scout must be confined or must have close medical attention, he will be sent home.

Housatonic Council maintains health and accident insurance which pays the amount of the deductible on privately insured individuals, for those who present a signed letter that they are uninsured, the camp policy will pay either all or most medical costs, depending on the situation.

Prescription medication must be paid for by the individual.

### **Leaving Camp:**

Anyone leaving camp during the week (after 2:00 PM on Sunday and before Saturday retreat) must sign out when leaving and sign in upon returning. Departures must be cleared by the Camp Director. There is a sign out sheet in the camp office.

Scouts may not leave the camp with anyone other than the unit's leaders or the parent or guardian who signed his medical form. (If the Scout is going to be leaving camp midweek, be sure the parent who will be transporting the scout has signed the medical form). For planned departures from camp the unit leader must submit *Permission to Leave Camp Form* signed by the scout's parent at the Pre-camp Meeting the Tuesday of the week before the unit attends camp.

### **Uniforms/ Appropriate clothing:**

The scout uniform, correctly worn, is proper any time, but required (with the exception of boys that don't own a uniform) for the evening meal, retreat, and campfires. Some scouts may not have a uniform through no fault of their own, and it should be noted that a uniform is not a prerequisite for attending camp. Leaders are encouraged to be in uniform as well. Adequate footwear must be worn at all times. As a matter of safety, no open toed shoes, i.e. sandals are allowed. Wet bathing suits should be changed immediately, and will not be permitted in the Dining Hall. Uniform items will be available for purchase through the Trading Post.

### **Duty to God:**

We provide religious services for all scouts during the week. Day and time will be announced at camp. Scouts and Scouters are encouraged to attend.

### **Campsite Inspection:**

A Scout is clean; therefore, each day troops are asked to police or clean up various areas of camp on a rotation schedule. We ask that your troop do this good turn daily directly after lunch. Inspection of troop sites and camp areas will be conducted daily by the camp commissioner. Each troop will be assigned a specific area of camp to clean. Specific details will be available at the Scoutmasters meeting.

If damage is discovered in the campsite notify the camp office or the commissioner as soon as possible. A minor repair, as a result of an accident, could save the troop large damage costs.

## **YOUTH PROTECTION GUIDELINES**

The following policies have been adopted by the BSA to provide security for the youth in our program. In addition they serve to protect adult leadership from situation in which they are vulnerable to allegations of abuse. Adult leaders should be trained in Youth Protection by your local council prior to attending camp.

### **Two Deep Leadership:**

Two registered adult leaders or one registered adult and a parent of a participant, one of whom must be 21 years of age or older, are required on all trips and outings. One on one contact between adults and youth members is not permitted. In situations that require a personal conference, the meeting is to be conducted in view of other adults and youth.

### **Respect for Privacy:**

Adult leaders must respect the privacy of youth members in situations such as changing into swimming suits or taking showers at camp.

**Showers-** The shower house is intended for the use of Scouts, male leaders, and staff. Scouts are advised to use the showers in groups of two or more. Adults and scouts will have separate shower times. Women in camp may use the shower in the Tierney Building's Ladies room. Please check campsite bulletin boards for posted shower times.

### **Proper Preparation for Activities:**

Activities with elements of risk should not be undertaken without proper preparation, supervision, and safety measures. Proper clothing for activities is required. Skinny-dipping is not appropriate as part of scouting.

### **No Secret Organizations:**

There are not secret organizations recognized by the Boy Scouts of America. All aspects of scouting are open to observation by parents and leaders.

### **Constructive Discipline:**

Discipline used in scouting should be constructive and reflect scouting's values. Corporal punishment is never permitted. The unit leader is responsible for the conduct of his scouts. The Camp Administration may intervene when necessary.

### **Hazing and Initiations:**

This does not belong in a scout camp. Under BSA policy, these situations may be regarded as child abuse, and will be dealt with as such. Scout leaders will see to it that all new campers are properly oriented and assisted to get the most out of their camp experience.

### **Junior Leader Training and Supervision:**

Adult leadership must monitor and guide the leadership techniques used by junior leaders and see that BSA policies are followed.

### **Reporting:**

If child abuse of any type or any of the above practices are witnessed or even suspected, the Camp Director or his acting designee must be notified immediately. This information should not be shared with anyone else. The report's name will be kept in confidence, and the current policies of the BSA/Housatonic Council will be followed.

## **Camp Policies**

### **Camp Leader Concerns:**

Adults in camp with their units are asked to address any concerns promptly and directly to the Camp Administration. PLEASE DO NOT ADDRESS CONCERNS TO PROGRAM, KITCHEN, OR SUPPORT STAFF. Please advise all adults in your unit to this policy. **Please help us help you!!!**

A daily meeting will be held with Camp Administration to give Adult Leaders the opportunity to voice concerns, praises, and suggestions. This will take place Monday - Friday at 10:00 AM on the Dining Hall Porch.

### **Siesta:**

Siesta is after lunch until 2:00 PM. It is essential that all scouts observe this to avoid exhaustion. Leaders should keep everyone in the campsite and tone down the noise for those who need the rest.

### **Taps:**

Taps is at 10:00 PM every night. Scouts should be in their sites and in their tents.

Particular emphasis is placed on providing every scout with adequate sleep every night. It is the responsibility of the Unit Leader to see that his/her campsite is a courteous one. Rowdiness and excessive noise after taps and before reveille will not be permitted.

### **Visiting Program Areas:**

We invite and encourage Leaders to visit the program areas and talk with the merit badge counselors about the progress of their scouts. Past experience has shown that troops with the best advancement records have adults visit all program areas each day to make sure their scouts are where they are supposed to be. Leaders are also encouraged to volunteer in any area where they have an interest or particular expertise. Please see the specific Area Director or Program Director early in the week.

### **Phone Usage:**

Scout campers must have written permission from their leader or the Camp Director's permission to use the telephone. Leaders and scouts should be aware that incoming calls are seldom practical due to the size of the camp. Messages resulting from incoming calls will be delivered as soon as possible.

Cell phones must be used with discretion while at camp. **Under no circumstances should campers have access to or possess a cell phone at camp.** Leaders are encouraged to carry a cell phone at all times for emergency communication purposes.

### **Campfire in Site:**

Troops are invited to build/hold open campfires in their site. (This is subject to certain fire regulations in the case of dry weather. You will be advised by the camp office at the beginning of the week.) Please be careful of trees in camp. Please do not permit scouts to cut live trees. Trees can be pruned of dead branches. Tools can be obtained from the Commissioner.

Care should be exercised around the campsite in the use of matches and fuels. No flames of any type are permitted inside tents. See the *Use and Storage of Fuels* above. Use the Troop Fire-Guard Plan in your campsite.

### **Campsite Cooking:**

All troops are strongly encouraged to have troop campsite cooking. Food can be obtained by filling out a request form. (See form #4) Food storage will be in camp facilities.

### **Smoking:**

It is the responsibility of scouting to protect the health and safety of the young people in our program. The BSA and the EXECUTIVE BOARD of HOUSATONIC COUNCIL have mandated that all council buildings and facilities be designated non-smoking. Smoking in structures and tents and by any youth or adult member is strictly prohibited. Leaders and Staff over the age of 18 are not to smoke in front of campers.

### **Liquid Fuels:**

Per BSA policy, all unattached fuel containers must be stored by the camp ranger/camp director in a locked metal cabinet.

### **Homesickness:**

While there is no ‘Cure’ for homesickness, we do have some hints for you:

1. **Do not** allow suspected homesickness cases to use the telephone.
2. **UTILIZE** the camp administration and health officers, who have been trained in this area. We will be glad to help.
3. **Do not** belittle homesick scouts.
4. **Do not** allow homesick scouts to stay in your tent.

This is for your protection as well.

Our philosophy is that living away from home is a learning experience in itself. Although homesickness is a terrible feeling, we don’t want any scout to “fail” that experience. Working together, we can avoid any scouts leaving early.

### **Prohibited Items:**

Keeping with the scouting spirit, the following items are prohibited from camp: Alcoholic beverages, illegal drugs, firearms, ammunition, fireworks, sheath knives boom boxes and cell phones. Anyone found possessing these or drinking alcoholic beverages will be asked to leave camp immediately. Possession of illegal drugs will be reported to the State Police. Minors possessing or using alcoholic beverages will also be reported to the State Police

### **Drivers under the Age of 18:**

Persons under the age of 18 may not have vehicles in camp without prior written approval of the Camp Director.

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

Any resulting costs associated with damage to camp property or unreturned camp property will be taken from the campsite deposit paid by the troop and residual billed to the troop with all appropriate documentation. The unit leader will be notified immediately by camp administration if there are any concerns that could fall into this category.

### **Off Limits Areas:**

Staff tent areas, staff housing, including the training center building, the staff lounge, and the kitchen are off limits to scouts and leaders. If you have a concern about one of these areas, please contact the Camp Office.

### **Inter-week Stay-over:**

If it is absolutely necessary for a scout and or a troop to stay in camp for the weekend between two weeks, it is essential that troops make arrangements for Two-Deep Adult Leadership. The only food allowed to be consumed on camp property will be issued by the kitchen. If food is desired, a food request should be submitted at Sunday Check in. The cost of the food will be billed after purchase. Camp program areas will be totally off limits. Camp closes at noon on Saturday and opens at 3:00 P.M. on Sunday. Any campers who stay over are the sole responsibility of their units.

## **Merit Badge Program Policies**

### **Late Sign-ups and Full Classes:**

Boys may sign up or change their merit badge choices at check-in on Sunday, where all choices will be confirmed. In order to balance class sizes, we reserve the right to change the time a scout has class. This will give each scout the optimum opportunity to earn the badges he wants. See the Program Director on Sunday if you have questions.

### **Merit Badge Blue Cards:**

Before a merit badge can be started the Scoutmaster must sign an Application for Merit Badge (Blue) Card on front and ensure all scout information is filled out appropriately. Scoutmasters also need to sign the back of the blue card before the merit badge can be awarded. **We ask scoutmasters to submit blue cards at the Tuesday night meeting with both signatures in place.**

### **Completed Merit Badges:**

You will receive 2 parts of the Blue Card, the application for M.B. and applicant's record. Both will be stamped and signed by the M.B. Counselor and center section of the Blue Card where requirements can be listed will say, "Complete"

### **Partials:**

You will receive all 3 parts back. Requirements finished will be filled in on the center section of the Blue Card. Staff will sign and stamp the application for M.B. section. Only the applicant's record section will not be signed by the Staff Member.  
All Blue Cards are given to the Scoutmaster.

## **EMERGENCY PROCEDURES**

The camp staff has been thoroughly trained in what to do in the case of emergency in camp. If an emergency does occur, you and your scouts should listen to the directions of any staff member. The following is a guide to make sure you are familiar with our procedures. Any questions should be directed to the camp administration.

### **The BASIC RULE:**

At the sound of the emergency signal (a continuous sounding of the bell) all scouts and adults must report immediately to the Parade Grounds and sit quietly with their troop. Listen to instructions from staff members. Leaders will then report attendance to the staff member in charge

### **Lost/Missing Camper:**

Scoutmaster/Area director must report any suspected lost or missing camper to the camp office. At the sound of the emergency signal, all scouts and adults must report immediately to the Parade Grounds and sit quietly with their troop.

### **Lost Bather:**

Waterfront will be cleared immediately; pre-assigned staff and some adults may be asked to assist. At the sound of the emergency signal, all scouts and adults must report immediately to the Parade Grounds and sit quietly with their troop.

### **Fire:**

If you discover a fire, send two runners immediately to the camp office with information regarding location, type, and severity of the fire. At the sound of the emergency signal, all Scouts and Leaders must report immediately to the Parade Grounds and sit quietly with their troop. In the case of a large fire (larger than a camp-fire) please do not attempt to fight it yourself.

### **Extreme Heat:**

In case of intense heat, the camp administration will declare a heat alert. Vigorous activities will be cancelled. Adults will be reminded to watch for symptoms of heat exhaustion and sunstroke. Watch your scouts for inappropriate clothing, and for adequate fluid intake.

### **Electrical Storms:**

Waterfront will be cleared immediately. All watercrafts returned to shore. Scouts report to their campsites unless otherwise instructed by a staff member. Avoid open fields. Any needed further instructions will be issued by the camp office.

### **Earthquakes or Other Emergencies not specifically listed:**

Evacuate all staff, campers and adults out of buildings into wide-open areas away from trees and buildings. Once again, if you hear the signal, report to the parade grounds, take attendance, and remain quiet.

## **TROOP PROGRAM**

The program during the week at camp comprises of advancement program and theme-based program. Your unit's SPL should work closely with the Program Director in order to facilitate program opportunities for your unit.

This guide is provided for the troop program planning before you arrive at camp. It describes the camp experiences (as best as their experience can be put on paper) and allows units to prepare their own program. Unit leaders should share this guide with the Scout Leaders of the troop as well as the Unit Committee. After examining the opportunities, the unit can plan its activities for the week and arrive at camp knowing, rather than guessing, that they will have a fun week.

Suggestions are always welcome.

### **SPL Meetings:**

The Program Director will meet with the SPL's in camp at least two times during the week. The first of such meetings will be held directly after dinner on Sunday. At this time, specific information about the program for that week will be distributed.

### **Camp Theme:**

Each season of summer camp will be designated with a theme. The camp atmosphere and the program areas will reflect this theme. Scouts and leaders are encouraged to dress for the theme. Additional information will be disseminated prior to camp.

### **Personal Advancement:**

Personal Advancement is another important area where prior planning is strongly encouraged. It is true that camp is not just merit badges but the advancement program offers tangible rewards and helps the scout climb the steps toward Eagle Scout.

The BSA has developed its Merit Badge Program to give scouts experience in a diverse set of areas, experiences he may not receive anywhere else. Therefore, it is the belief of the Strang Staff that each scout needs to complete ALL the requirements in order to earn a merit badge. It is true that all requirements, for some badges, cannot be completed at camp. In order to be awarded one of these badges, scouts must arrive at camp with proof that they have completed such requirements. A list of such badges and the specific requirements and additional information will be included in the forthcoming *Troop Program Guide* which will be mailed to you and also posted on the Internet.

A recommended program for planning summer camp advancements is as follows:

First, the unit can plan a "Parent Night" where the parents of the scouts are invited to hear the unit's plans for camp. Then, during the evening, an adult leader of the troop meets with the scouts and parents along with the scout's advancement records. The leader can then show what the advancement offerings are in the camp, as listed in this guide. The scout, using this guide, can plan his advancement program for the future. Many troops have programs similar to this that have had good success. Pay special attention to the work the scout must complete prior to camp in order to be awarded the badge. In some cases, this will have to wait until after camp in which case the scout should complete them in time to be honored at your unit's Fall Court of Honor.

## FORMS

To make the preparation for summer camp as easy as possible for both SPL's and adult leaders, we have placed all camp forms you may need in this guide. This page outlines the use of each form and the forms themselves follow. If you require any additional materials, including medical and registration forms, please contact the council service center. Please make copies of the specific forms if necessary.

**Please fill out and bring forms 1-5 with you to the pre-camp meeting!!!**

### **Form 1: Troop Roster (2 Pages)**

One of these should be filled out by each troop for each week they will be attending camp. It is critical that the number of adults is accurate so the camp can plan accordingly for bed and dining hall space. This form should also be handed in at the pre-camp meeting.

### **Form 2: Merit Badge Selection**

Please fill in your scouts name and their 5 merit badge choices. (Abbreviations are OK). You may complete this form electronically if so desired. This form must be turned in at the pre-camp meeting to guarantee space for your scouts in the merit badge classes.

### **Form 3: Photo Order Form**

We request that troops collect money for troop photographs and turn in one payment along with this accompanied form. We require this form by Monday morning of your week at camp.

### **Form 4: Family Picnic Reservation**

We also request that troops collect reservations for the Saturday Buffet Lunch. Please turn in this form along with payment no later than Tuesday Morning.

### **Form 5: Adult Questionnaire**

If adult leaders who are going to be in camp this summer having special skills or just the desire to help out, this form allows us to find a place for them. If any adult leader is interested in helping out, please have them fill this out it should be turned in upon check-in.

### **Form 6: Troop Programming**

SPL's should use this form to prepare their troop programming selections before the SPL meeting on Sunday night.

### **Form 7: Food Requisition Form**

If your troop wants to do campsite cooking or requires food at camp between two weeks of attendance, this form must be filled out and turned in upon your check in on Sunday.

### **Form 8: Campsite Reservation**

If you want to get ahead and reserve your campsite for the following year, use this form. Turn it in to the council service center or the camp office.

# TROOP ROSTER (Page 1)<sup>1</sup>

Please print or type.

Week #: \_\_\_\_\_ Troop #: \_\_\_\_\_ Community: \_\_\_\_\_ Campsite: \_\_\_\_\_

## TOTALS:

Scouts \_\_\_\_\_

Full Time Adults \_\_\_\_\_

Part Time Adults \_\_\_\_\_

**URGENT: A copy of this must be turned in at the Pre-Camp Leaders meeting the Tuesday prior to camp.**

## ADULT LEADERS

NAME OF LEADERS	POSITION	DAYS IN CAMP (Please circle)
1. _____	_____	Sun Mon Tues Weds Thurs Fri Sat
2. _____	_____	Sun Mon Tues Weds Thurs Fri Sat
3. _____	_____	Sun Mon Tues Weds Thurs Fri Sat
4. _____	_____	Sun Mon Tues Weds Thurs Fri Sat
5. _____	_____	Sun Mon Tues Weds Thurs Fri Sat
6. _____	_____	Sun Mon Tues Weds Thurs Fri Sat
7. _____	_____	Sun Mon Tues Weds Thurs Fri Sat
8. _____	_____	Sun Mon Tues Weds Thurs Fri Sat

## SCOUTS

### Youth Leadership (Not listed with a patrol)

SPL. \_\_\_\_\_ 3. \_\_\_\_\_

ASPL. \_\_\_\_\_ 4. \_\_\_\_\_

Patrol Name: \_\_\_\_\_

PL. \_\_\_\_\_ 5. \_\_\_\_\_

2. \_\_\_\_\_ 6. \_\_\_\_\_

3. \_\_\_\_\_ 7. \_\_\_\_\_

4. \_\_\_\_\_ 8. \_\_\_\_\_

**TROOP ROSTER (Page 2)**

Week #: \_\_\_\_\_ Troop #: \_\_\_\_\_ Community: \_\_\_\_\_ Campsite: \_\_\_\_\_

**Patrol Name:** \_\_\_\_\_

- |           |          |
|-----------|----------|
| PL. _____ | 5. _____ |
| 2. _____  | 6. _____ |
| 3. _____  | 7. _____ |
| 4. _____  | 8. _____ |

**Patrol Name:** \_\_\_\_\_

- |           |          |
|-----------|----------|
| PL. _____ | 5. _____ |
| 2. _____  | 6. _____ |
| 3. _____  | 7. _____ |
| 4. _____  | 8. _____ |

**Patrol Name:** \_\_\_\_\_

- |           |          |
|-----------|----------|
| PL. _____ | 5. _____ |
| 2. _____  | 6. _____ |
| 3. _____  | 7. _____ |
| 4. _____  | 8. _____ |

**Patrol Name:** \_\_\_\_\_

- |           |          |
|-----------|----------|
| PL. _____ | 5. _____ |
| 2. _____  | 6. _____ |
| 3. _____  | 7. _____ |
| 4. _____  | 8. _____ |

# Merit Badge Selection<sup>2</sup>

## EDMUND D. STRANG SCOUT RESERVATION HOUSATONIC COUNCIL, BSA

Please record each scout's merit badge selections on this form. You may use abbreviations or may create your own electronic spreadsheet if it is easier. If you choose to do this, please turn in both a hard copy and a disk with the appropriate file. All merit badge selection information must be submitted at the pre-camp meeting. If additional space is necessary, you may duplicate this form.

Unit #: \_\_\_\_\_ Campsite: \_\_\_\_\_ Week #: \_\_\_\_\_

	SCOUT'S NAME	PERIOD 1	PERIOD 2	PERIOD 3	PERIOD 4	PERIOD 5
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						

# Unit Photo Order Form<sup>3</sup>

## EDMUND D. STRANG SCOUT RESERVATION HOUSATONIC COUNCIL, BSA

Photos will be taken during your week at camp. The cost of the 8 x 10 color photo with grey paper frame is \$12 per photo. Please collect money from individual scouts and their families and turn it in to the camp office, along with total payment no later than Monday morning of your week at camp. The camp will not accept payment from individuals other than provisional scouts. Please make checks payable to **Housatonic Council**. (List of names is for unit leader's use only and may be left blank.)

Unit #: \_\_\_\_\_ Campsite: \_\_\_\_\_ Week #: \_\_\_\_\_

	Scout's Name	Qty.	Amt. Paid
1			\$
2			\$
3			\$
4			\$
5			\$
6			\$
7			\$
8			\$
9			\$
10			\$
11			\$
12			\$
13			\$
14			\$
15			\$
16			\$
17			\$

	Scout's Name	Qty.	Amt. Paid
18			\$
19			\$
20			\$
21			\$
22			\$
23			\$
24			\$
25			\$
26			\$
27			\$
28			\$
29			\$
30			\$
31			\$
32			\$
33			\$
34			\$

**Total Number of Photographs Ordered:** \_\_\_\_\_ x \$12 = \$ \_\_\_\_\_

Camp Office Use Only

Full Payment Received \_\_\_\_\_ Order Placed \_\_\_\_\_  
Signature Date Initials

# Family Picnic Reservation<sup>4</sup>

## EDMUND D. STRANG SCOUT RESERVATION HOUSATONIC COUNCIL, BSA

Sunday evening will be a parent's night and buffet dinner for scouts and their families. This dinner is free for all scouts and adult leaders who are participating during the week. Guests are encouraged to stay at a cost of \$6.50 for Adults and \$4.50 for Children. Reservations must be made in advance through your unit. Unit leaders should collect payments and turn them in along with this form no later than the Tuesday morning of your week at camp. The camp will not accept payment from individuals other than provisional scouts. Please make checks payable to **Housatonic Council**.

Unit #: \_\_\_\_\_ Campsite: \_\_\_\_\_ Week #: \_\_\_\_\_

	Family Name	Adult	Child	Amt. Paid		Family Name	Adult	Child	Amt. Paid
1				\$	15				\$
2				\$	16				\$
3				\$	17				\$
4				\$	18				\$
5				\$	19				\$
6				\$	20				\$
7				\$	21				\$
8				\$	22				\$
9				\$	23				\$
10				\$	24				\$
11				\$	25				\$
12				\$	26				\$
13				\$	27				\$
14				\$	28				\$

**Total Number of Adults:** \_\_\_\_\_ x **\$6.50** = \$ \_\_\_\_\_

**Children:** \_\_\_\_\_ x **\$4.50** = \$ \_\_\_\_\_

**Participants:** \_\_\_\_\_ x **\$0** = **\$0.00**

**TOTAL PAYMENT: \$** \_\_\_\_\_

Camp Office Use Only

Full Payment Received \_\_\_\_\_  
Signature Date

# Adult Questionnaire<sup>5</sup>

## EDMUND D. STRANG SCOUT RESERVATION HOUSATONIC COUNCIL, BSA

**Name:** \_\_\_\_\_ **Unit #:** \_\_\_\_\_ **Position**

**Held:** \_\_\_\_\_

**Dates you will be in camp:** \_\_\_\_\_ **Campsite:**

First and foremost, thank you for volunteering to accompany your unit to camp this summer. The Boy Scouts of America is a youth led organization but none of its activities would take place without the supervision by adults just like you. At Camp Strang we are always looking for skilled and talented people to assist the staff. With the help on volunteers, we are able to make the Strang experience a more memorable adventure for the attending Scouts. We'd like to ask for your help.

We can use help in many of the program areas, on camp building/maintenance projects, and with camp administration. If you're willing to help, please check the box next to the areas you are interested in. If you have specific skills or expert knowledge in a specific area, please describe it below.

- First Class Emphasis (Basic Scouting Skills)
- Outdoor Skills (Advanced Scouting Skills)
- Shooting Sports
- Environment/Conservation
- Waterfront
- Health Lodge
- Adult leadership for overnights
- Car transportation for field trips
- Carpentry, electrical, plumbing, or any other building/repair skills
- Other \_\_\_\_\_

**Additional Information (if necessary):**

**Do you have any Professional Certifications? (Please check the box below.)**

- Trained Lifeguard\*
- Shooting Sports Instructor\*
- Trained EMT\*
- MD / Nurse\*
- CPR
- First Aid

\* Please attach a copy of current training certificate as you may be called upon to assist in the event of an emergency, or if the Health Officer is out of camp.

# Troop Program Planning Form<sup>6</sup>

## **EDMUND D. STRANG SCOUT RESERVATION HOUSATONIC COUNCIL, BSA**

SPL's should use this form to plan their troop's tentative schedule of activities. Changes may be made due to special events and conflicts between troops. The final schedule will be determined by Sunday Evening your week at camp. SPL's and the program director will coordinate inter-unit competitions and schedules at the pre-camp meeting. If you have a large number of scouts in camp in one week, space has been provided to plan two events for one evening. Troop events take place daily from 7:00 – 7:45.

Unit #: \_\_\_\_\_ Campsite: \_\_\_\_\_ Week #: \_\_\_\_\_

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>

# Food Requisition Form<sup>7</sup>

## EDMUND D. STRANG SCOUT RESERVATION HOUSATONIC COUNCIL, BSA

**This form should be used to request food if you plan to cook a meal in your campsite during the week or for food to cook meals if you plan to stay at camp between your two weeks of attendance. Please provide as much detail as possible. This form must be turned in at least 2 days in advance and then you may be required to meet with the Food Service Director to discuss your request. Please note: units may be billed for food and ingredients for intraweek stays as well as for ingredients that are not typically stocked and served by the dining hall even if it is for campsite cooking program.**

Unit #: \_\_\_\_\_ Campsite: \_\_\_\_\_ Week #: \_\_\_\_\_

Date: \_\_\_\_\_ Time of Pick-up: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Please list item and quantity desired:

