POLICIES AND PROCEDURES

Alcohol & Drugs

It is the policy of the Boy Scouts of America that the use of alcoholic beverages and controlled substances is not permitted at encampments or activities on property owned and/or operated by the Boy Scouts of America, or at any activity involving participation of youth members.

Tobacco/Nicotine

Adult leaders should support the attitude that they, as well as youth, are better off without tobacco in any form and may not allow the use of tobacco products at any BSA activity involving youth participants. This includes the use of electronic cigarettes, personal vaporizers, or electronic nicotine delivery systems that simulate tobacco smoking.

All Scouting functions, meetings, and activities should be conducted on a smoke-free basis, with smoking areas located away from all participants located at the overflow parking lot/dumpster area. References: Scoutmaster Handbook, No. 33009, and Boy Scout Handbook, No. 34554

Medical Marijuana

It is unacceptable for anyone to use or be under the influence of medical marijuana at or during any Scouting activity.

Campsites & Equipment

Each Campsite has a definite size regarding Scout capacity. This is done to accommodate small and large troops alike. The Camp Director reserves the right when necessary, to transfer a troop to a site that would be best for the troop.

Campsites

Your campsite is your home. Scouts and Scouters should not enter another troop's campsite without permission. Your campsite is your troop's private property for the duration of your stay, and unauthorized visits and/or "raiding" will be cause for dismissal from camp.

Campsite Equipment

Each campsite is equipped with a metal fire ring and picnic table. Fire rings will not be allowed if a fire ban is in effect. Fire rings should not be physically moved according to Leave No Trace principles.

Health and Safety

A staff of commissioners will be available to help Scout leaders solve problems during their stay. They will also conduct a daily campsite health and safety inspection beginning Monday morning.

Inspections

Housekeeping is an important part of camping, each patrol and troop is expected to keep its own site and assigned camp area clean and orderly at all times. Campsites will be inspected daily.

Trash

Each troop must bring a trash container and trash bags to be used to keep camp clean. Trash will need to be collected and placed in the side parking lot dumpster on a daily basis in order to keep critters away.

Firewood

Fires in campsites may be permitted only with the approval of the Camp Director, provided there is not a fire ban.

Volatile Liquid & Fuel

Camp stove fuel, propane bottles, and similar products must be declared at check-in. Liquid fuel must be stored in approved containers and kept at a camp fuel storage container.

Fireworks

The Rio Grande Council, BSA prohibits the possession or use any type of fireworks on camp property. Violators will be dismissed from camp immediately.

Campers

Only registered members of Scouts BSA may attend camp. Cub Scouts, Venture Scouts, Explorers, or other non-Scouting youth are **NOT** permitted at camp during the week except for valid reasons to visit and must check in at the camp office on arrival and departure.

Buddy System

Scouters are reminded that the Buddy System should be used <u>at all times</u> while at camp, not just during swimming time.

Hazing

Hazing or initiation of any form is considered child abuse, and will absolutely not be tolerated under the auspices of the Boy Scouts of America. <u>Any unit or Scout who violates this policy will</u> <u>be dismissed from camp immediately</u>.

Telephones

In this day of cell phones and electronic devices, a wise Scout leader should monitor Scout use. Cell phones are not to be used during meals, merit badge classes, or at flag raising/lowering ceremonies.

Uniform

Each Scout should have at least one complete Official BSA Uniform to be worn each evening at dinner and flag retreat. In addition, some evening program activities, such as campfires, and religious services require use of the Official BSA Uniform. BSA policy recognizes official camp and BSA t-shirts used with Scout shorts or pants and socks as an official activity uniform.

Trading Post

Items such as water & sports drinks, along with ice cream, snacks, soft drinks, handicraft kits, BSA literature, t-shirts, caps, etc. will be available. **Credit cards are now accepted.**

Lost & Found

All lost and found items should be turned in and claimed at the camp trading post. All campers are encouraged to mark their troop number and name on **everything** they bring to camp. DO NOT TAKE VALUABLES OR MONEY INTO THE POOL SHOWER AREA.

Firearms & Knives

No personal archery equipment, slingshots, paintball gun type items, or firearms of any type are never permitted on camp property. Knives must be folding, preferably with locking blades.

Adult Leadership

BSA Policy requires at least two (2) TRAINED adult leaders, which includes Scoutmasters, Assistant Scoutmasters and Troop Committee Members, be in camp at all times; one (SM's and CM's) must be 21 years or older, the second (ASM's) must be 18 or older. ALL ADULTS MUST BE REGISTERED MEMBERS OF THE BOY SCOUTS OF AMERICA and be listed on the Summer Camp Adult Roster. All adults must have completed and approved the annual criminal background check (located on the last pages of this guide). All adults must have completed the BSA Youth Protection Training. YOU WILL NOT BE ALLOWED ON CAMP PROPERTY AND YOUR UNIT WILL HAVE TO WAIT UNTIL AT LEAST TWO ADULTS ARE PROCESSED.

Rotation/Replacement of Registered Adult Leaders

Adult leaders may rotate with other adult leaders from their troop, if necessary. The Camp Director must be notified of any rotations/replacements, via a written or printed schedule given at check-in. Incoming replacement adult leaders must sign in at the office and the outgoing adult leaders must sign out. The payment of one camp registration fee covers meals for one person, so if both outgoing and replacement adult leaders want to eat at the same meal-time, then one of them must purchase a meal ticket from the camp office beforehand. ALL replacement adult leaders MUST meet the same requirements listed in the Adult Leadership section above.

Parents/Guardians and Visitations

Parents/Guardians who wish to visit Camp Perry, other than during Family Night or due to an emergency, must be allowed to do so. However, they need to notify one of their troop's adult leaders before arriving so one of the adult leaders may meet them and help them sign in at the office. Visiting parents/guardians may not spend the night at Camp Perry, and must be signed out and depart no later than 9:15 PM.

Automobiles

Cars, trucks, or any other motor vehicles are not permitted past the parking lot and driveway in front of the camp office. Vehicles must park in designated parking areas; and, absolutely NOT on the grass or side of the road, for camper safety. Violators will be towed at the owner's expense. All trailers must remain in the parking area in their designated area.

Wildlife & Pets

Pets of any kind are not permitted at camp. Most feral animals on camp property are harmless, when left alone.

EMERGENCY PROCEDURES

General Emergency Procedures

- Report all emergency situations (fires, accidents, etc.) to the nearest staff member.
- A staff member will report directly to the Camp Director or Program Director
- If the situation is evaluated as a camp-wide emergency, the bell near the dining hall will be rung, and the air horns/megaphone will be sounded to alert all persons in camp.
- On hearing the bell and signal:
 - All staff members will gather at the flag pole at the parade grounds. All Scoutmasters, Troop Leaders and Scouts will report to the flag poles in the parade grounds.
- Emergency instructions will be given at the flag poles.

Fire

Campsites

- Drop all canvas immediately after checking whether tents are occupied.
- Notify Camp Director, Program Director or Quartermaster immediately.
- DO NOT ATTEMPT TO EXTINGUISH THE FIRE. NO TENT IS WORTH THE POSSIBILITY OF INJURING A SCOUT OR SCOUTER.

Buildings

- Evacuate building immediately.
- Notify Camp Director, Program Director or Quartermaster immediately.
- Stay away from building until given further direction by the Camp Director, Program Director or Quartermaster.

On camp properties (brush or grass)

- Contact any campsite in path of fire to evacuate the campsite (USE ALTERNATE CAMP TRAILS IF NEEDED).
- Notify Camp Director, Program Director or Quartermaster immediately.
- A camp-wide emergency will be signaled.

Lost Camper

• In the event a camper is reported lost, immediately contact the Camp Director or Program Director. At the same time, send a staff member or a reliable camper to the missing camper's campsite, his scheduled activity area for that period as well as any other likely place to determine the accuracy of this report. After these searches reported have returned negative, other likely spots have been searched, and the Camp Director or his representative has determined that the missing camper will not be found easily, then the alarm will be sounded for a camp-wide emergency.

If the assembly shows the camper to still be missing, consult with anyone who might have additional knowledge of his whereabouts and send additional searchers to those locations. Additional steps to be taken in sequence are: Arroyo Colorado bank search and camp-wide search until missing camper is found or the authorities are notified.

Hurricane

- When severe weather related to the approach of a hurricane is reported to reach Camp Perry within 24 hours, all troop leaders will be notified to evacuate their Scouts after breaking down their campsites.
- Staff members will be assigned to assist camp staff in gathering and storing of loose equipment to prevent loss and damage to both equipment and buildings.
- When the staff and the Camp Director determine that the camp is ready to weather the storm, all staff members will be released to return to their homes.

Lightning

• During periods of severe thunderstorms and lightning, all campers and staff members will take cover in the nearest building. All persons will refrain from making contact with metal flag poles, wall supports, etc.

Tornadoes

- **Warning:** when a tornado warning is given on the television or radio, an air horn will be sounded: three short blasts, three long blasts, three shorts blasts (SOS) to alert all persons in camp.
- Anyone hearing the signal will immediately implement normal emergency procedures and instruct everyone to take cover in low-lying areas such as the Arroyo Colorado bank or ditches. IF CONDITIONS ARE SEVERE TAKE COVER IN LOW LYING AREA IMMEDIATELY
- Sounding a series of three long blasts on an air horn will sound all clear.

Flooding

- In case of probable flooding, the boat dock area will be cleared of all equipment providing adequate time.
- Everyone will stay clear of the Arroyo Colorado and the Little Arroyo.
- Everyone will assemble at the dining hall for further instructions.

Serious Accident or Illness

- All serious accidents or illness will be reported directly to the Health Officer at the Health Lodge.
- If the Health Officer is not present, go immediately to the bell near the dining hall and ring it six times. Repeat with six rings in 15 second intervals until told to stop by an adult staff member.
- Report the nature and location of the accident to the Health Officer or the key staff member in charge and standby to direct a first aid team to the victim.

FOR LEADERS – BEFORE CAMP

Below are the items due at check-in for ALL attending during the week!

- 1. Scout Medication Log/Routine Drug Administration Record
- 2. Adult BSA Youth Protection Certification Copy
- 3. Adult Leader Registration Card Copy
- 4. Annual Health & Medical Records Copy for ALL ATTENDING FOR THE WEEK
- 5. Out of Council Units ONLY Proof of Accident Insurance

In order to comply with the Texas Youth Camp Safety and Health Act, all leaders need to ensure that all adults who will be in camp are listed on the adult leader roster, which must be submitted to the Rio Grande Council Office no later than the Leader Orientation at Camp Perry.

Out-of-town units must bring proof of accident insurance documentation.

Swim Check: Scouts will need a Swim check and need to bring appropriate swim attire. All Scouts will be taken to the pool for the Swim Test Classification. Anyone not taking the swim check during summer camp will be classified as a "Non-Swimmer".

Medications: ALL medications, except those specifically required to be carried by the individual, **MUST** be turned in to the camp Health Officer upon arrival. They will be kept locked up for the duration of the week. Scoutmasters need to complete the medication log located in the appendix. Please ensure that any Scouts taking medications report to the Health Lodge to receive it at the required times.

Vehicles: No vehicles are allowed beyond the camp office and definitely not permitted onto trails.

Campsites: Troops have found it helpful to bring a garden wagon to help transport items from the parking lot to their campsite. We have wheelbarrows available that may be checked out with the Quartermaster.

Flag Retreat & Dinner: All Scouts should report to the parade grounds in field uniforms flag retreat. All Scouts will be released from the parade grounds to the dining hall. All Scouts should walk (rather than run) to the West Entrances of the Dining Hall, wash their hands and proceed to their assigned tables.

Onsite Leaders' Orientation Meeting: At least one adult from each troop <u>MUST</u> attend the leaders' introduction meeting on the day of check-in. The troop SPL is also encouraged to attend the meeting. Scheduling and location change will be discussed at this time. At this meeting, leaders will need to turn in a headcount for the Scoutmaster Dinner.

FOR LEADERS – DURING CAMP

At no point during the week should a troop remain at camp without the Guide to Safe Scouting's two-deep leadership safety procedure in place. Leaders are asked to periodically check on Scouts during merit badge classes to observe Scouts.

In the warm summers at Camp Perry, we would like to ask that all leaders help us control dehydration. If a Scout claims they have a headache, stomachache, are homesick, or aren't hungry, then ask them to drink water as they are probably on the verge of dehydration. We recommend a minimum of eight fluid ounces of water per hour for Scouts in this environment.

Camp Perry will also have a list of service projects readily available for Scoutmasters to participate in. If you have a trade or skill, please help Camp Perry in a service project to improve camp life.

During summer camp, there will be several adult leader training courses taught. Please consult with the office for a schedule of Adult Leader Training.

Scout leaders also need to attend the daily Scoutmaster meeting. This meeting provides troop leadership with the opportunity to discuss problems with the camp staff, learn new things, and sign up for various activities. It is mandatory that a minimum of one leader per troop attends this meeting.

The Scoutmaster needs to oversee that the SPL (or his designee) attends the daily SPL meeting in the OA Lodge. This meeting will take place after lunch and will provide SPL's the opportunity to express concern, collaborate, and volunteer for events. They will also receive information regarding the daily campsite inspection, upcoming events, announcements, changes in program, and other information. It is mandatory that each troop is represented at these daily meetings.

TROOP EQUIPMENT

- Tents must display the warning "NO FLAMES IN TENTS" near tent entrance.
- Don't forget the duct tape, thumb tacks, vice grips and other useful tools.
- Ice may be picked up in the kitchen.
- Ask in the camp office or Camp Director if you have any questions.

 Patrol flags Lanterns (propane is favored) Matches or lighters Dining flies, poles, stakes Hammers and other hand tools 	 Troop sign (should include Troop #) Troop flag American flag Twine & poles for lashing
5-Gallon water jugs	Bulletin board:
Ice chests	Bulletin board
Trash bags	Camp roster
Lockable storage container	Troop duty roster
Troop first aid kit	Emergency procedures
Compass	Push pins, etc. (for bulletin board)
Shovels, rakes, hoes, bow saws, loppers	Scout schedule (only first name and last
Rolls of surveyors marking tape	initial can be displayed)
"Fine" black sharpie [®] markers	Clock
Camp chairs	
Hand Sanitizer	Paperwork
Extra face masks	Troop advancement record
Hand washing station	Troop Merit Badge pamphlet library
	Leader's Guide (This document)

RECOMMENDED INDIVIDUAL SCOUT EQUIPMENT

- · ·	
Required	Optional
Signed Medical Report Form	Backpack
Scout Handbook	Fishing Rod & Tackle
Scout Uniform and Belt	Camera
Socks & Scout Socks (7-8 pairs)	Bible and/or Prayer Book
Shorts & Scout Shorts	Work Gloves
5 -6 shirts (no tank tops)	Dirty Clothes Bag
Shoes (closed-toe) or Hiking Boots	Combination Lock
Water Shoes (for swimming pool or	Mosquito Netting
waterfront)	Rash Guard (for aquatic activities)
Clothes for Messy Wars (might get	Sunglasses
stained)	Battery-Operated Fan
Cap or Hat (for sun protection)	Trail Food/Snacks
Underwear (7-8 pairs, at least)	
Sleeping Clothes	Water Survival & ATV Clothing (for Scouts
Sleeping Gear (sheets are fine)	taking the Swimming or Lifesaving Merit
Pillow	Badges)
Cot	Shoes
Personal First Aid Kit	Socks
Poncho or Rain Coat	Swimsuit (Swimming & Lifesaving only)
Towels & Wash cloth	Long Pants
Soap & Shampoo	Belt
Toothbrush & Toothpaste	Long-Sleeved Shirt
Comb, Brush & Mirror	
Flashlight (and extra batteries)	Do NOT Bring
Pocket Knife & "Totin' Chip"	Fireworks
Insect Repellent (no aerosol)	 Sheath or hunting knives
Swimsuit (No cutoffs)	Bicycles
Sunscreen	Pets
Boy Scout Handbook	Hammocks
Water Bottle or Canteen and Cup	Personal Firearms
Spiral Notebook	 Jewelry or other expensive items
Pen or Pencils	Personal Bows & Arrows
Completed Merit Badge Work	
Spending Money	
Matches / Lighter & Firestarter	
"Firem'n Chit"	
Wristwatch	

• Make sure to mark all personal items with name and troop number.

- Personal valuables (wallets, money, cell phone) should be left in a safe place and not visible.
- Health and safety are of utmost importance to Camp Perry Staff!!
- Scoutmasters: Remind Scouts and parents that closed-toed shoes are to be worn at all times unless you are in your tent, pool, or showering.

AWARDS



Camp Perry Spirit Award

Troops that show their Scout spirit may be granted the coveted Camp Perry Spirit Award. To be awarded this honor, Scout spirit must be present in a natural, everyday fashion. True evidence of Scout spirit comes from the way a troop behaves at the swimming pool, to the way a patrol gives a special effort to make camp better for everyone. For this award, keep in mind the eighth point of the Scout Law and the Scout Slogan.

Camp Perry Award for Model Campsites

A troop's campsite arrangement and orderliness reflect upon the troop's standards. Living in a clean and wellorganized campsite helps a Scout feel pride in himself, his unit, and in Scouting. Listed below are aspects of a well-organized troop campsite. A Camp Commissioner will visit your campsite during the day. The commissioner may share ideas with you about ways to improve your site. Troops are graded on the rubric at the end of this guide.

Honor Camper

The youth and adult leaders of each troop may select honor campers for their patrols near the end of the camp week. These campers should exemplify Scout spirit, a positive attitude, and should stand out from the other Scouts in the troop. The maximum number on honor campers for each troop is one per patrol. Other Scoutmasters may also nominate Scouts from another troop to truly exemplifying the Scout Oath and Law. **All nominations should be turned into the Program Director and will be due on Thursday after dinner.**



BOY SCOUTS OF AMERICA

(10)

(10)____

(5)____ (5)

(5)____

Campsite (Troop Area) Inspection Sheet

[*No evidence of food or cooking in troop area results in award of 15 points in place of marked items below.]

I. <u>Site Selection and Tent Placement</u> (30 Points)

- A. Takes advantage of ground slopes, no ditching; avoids insects, cactus, obvious overhead danger. Shares space with other troops.
- B. Tents properly erected; trim, securely anchored, guylines properly tied and marked. (10)____
- C. Cover for shade or dining fly properly erected for run-off; trim, securely anchored.

II. <u>Fire, Firewood, and Wood Tools</u> (15 Points)

- A. Fire ring is isolated inside a 5ft. cleared radius. No fire left unattended (cold out). Fire Guard Chart utilized. All troops in a campsite are responsible for all fire rings in the campsite. (5)_____
- B. Firewood is protected from rain and dampness.
- C. Extra Points: Axe yard required for wood tools present; sharp and stored.

III. Health and Safety

(55 Points)

A. Bulletin board with posted fire watch and duty rosters, daily camp and Scout class schedules. (5) B. "No Flames in Tent" tags attached to or stenciled on EVERY TENT and FLY in troop area. (5) C. Trash receptacles nearly empty with no food (drop off garbage each morning at QM). (5) D. Location of adequate first aid kit visible to all. (10)E. Troop area and entrances clean, litter-free and in order; personal items stored; wet clothing and towels hung on proper clothesline. (5)____ F. Campsite clear of preventable hazards and safety issues. (5) G. Sanitation supplies visible; handwashing station; hand sanitizer; surfaces clean. (5) H. *Food adequately protected from contamination, spoilage, and critters. (5)____ I. *Dishes and utensils washed, sanitized, and properly stored. (5) J. *Cooking equipment and charcoal stored off the ground, protected, and cleaned. (5)

(10 Points)

IV. Camp Improvements

A. Us and troop flags properly displayed. (US flag on right side of the troop area entrance to a person facing out of the troop area)

B. Extra Points: Campsite improvements/camp craft. Created basically with natural material and put to practical use to make campsite more comfortable and convenient. Some examples are: utensil rack, pack rack, table, seat, boot scraper, tripod, etc. No holes dug deeper than 3"; no posts driven into the ground larger than 2" in diameter.

Total Points (110 possible)

Scoring Categories			
100-110	Blue Ribbon		
90-99	Red Ribbon		
80-89	Yellow Ribbon		
<80	No Ribbon		

NOTE: Troops must receive two Blue Ribbons during their week of Summer Camp to be eligible for the Camp Perry Award.

ADULT LEADER APPLICATION FOR PARTICIPATION

This form must be filled out *completely* and legibly. This form is REQUIRED from all adults over the age of 18 who will attend camp. Please print and use blue or black ink.

First Name:	Middle:	Last:_	
Address:			
City:		State:	ZIP:
Phone #:	Birthdate:		Sex:
Driver License			
State:	DLN#:		
Social Security Number:			

1. Are you registered with the Boy Scouts of America? _____ Yes_____ NO

If no, you must complete the registration process before attending camp. All participants must attach a copy of their registration card or an official BSA copy of the unit roster showing their name as a registered member of that unit.

2. Have you ever been convicted of a felony or misdemeanor? (You may answer NO if your conviction was ordered sealed, expunged or eradicated) _____Yes _____No

Conviction of a crime is not an automatic bar to participation. All circumstances will be considered, including what you were convicted of and how long ago. You must provide complete information about any conviction by attaching a separate statement.

3. Is your BSA Online Youth Protection Training course current? _____Yes _____NO

If NO, you MUST complete this course and attach a copy of the certificate provided upon successful completion of the training. Training may be completed at the BSA Online Learning Center: http://myScouting.org If you have already completed the course, please attach the copy of the certificate to this form.

4. Personal information provided at the top of the form will be used to conduct a search in the Sex Offender Registration database to meet this state requirement.

The system used for the criminal background check will also conduct a check in the sex offender database. Both searches will be conducted at one time in our office, so there is no need to attach searches done by the unit.

5. As of May 16, 2010, ALL adults participating in a licensed youth camp in the state of TX MUST have a criminal background check (conducted annually) in order to determine if any person may be precluded from participation in a state licensed camp based on the results of this check.

The National Office of the BSA has made arrangements for councils in the state of Texas to conduct these background checks for all participants of their summer camp programs. The Rio Grande Council will conduct these checks on all participants to ensure compliance with the Texas Youth Camp Act.

By signing and submitting this application, you are authorizing a criminal background check and a search in the Sex Offender Registration database of yourself. This check will be made from public record sources. You also confirm that the information provided and attached to this form is true and not falsified in any way.

You must also sign the Disclosure & Authorization Form Attached.

Signed: _____ Date: _____ Date: _____

REQUIRED ACTIVITY CONSENT FORM & APPROVAL BY PARENTS/LEGAL GUARDIAN

The recommended use of this form is for the consent and approval for Cub Scouts, Boy Scouts, Venturers, and guests to participate in a trip, expedition, or activity. It is required for use with flying plans.

First name of participant	_Middle initial	Last name	
Birth date (month/day/year)	//		Age during activity
Address			
City	State		Zip

Has approval to participate in (name of activity, orientation flight, outing trip, etc.) BMX Biking at Camp Perry

INFORMED CONSENT, RELEASE AGREEMENT, AND AUTHORIZATION

I understand that participation in Scouting activities involves the risk of personal injury, including death, due to the physical, mental, and emotional challenges in the activities offered. Information about those activities may be obtained from the venue, activity coordinators, or local council. I also understand that participation in these activities is entirely voluntary and requires participants to follow instructions and abide by all applicable rules and the standards of conduct.

In case of an emergency involving my child, I understand that efforts will be made to contact me. In the event I cannot be reached, permission is hereby given to the medical provider to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for my child. Medical providers are authorized to disclose protected health information to the adult in charge and/ or any physician or health care provider involved in providing medical care to the participant. Protected Health Information/Confidential Health Information (PHI/CHI) under the Standards for Privacy of Individually Identifiable Health Information, 45 C.F.R. §§160.103, 164.501, etc. seq., as amended from time to time, includes examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

With appreciation of the dangers and risks associated with programs and activities including preparations for and transportation to and from the activity, on my own behalf and/or on behalf of my child, I hereby fully and completely release and waive any and all claims for personal injury, death, or loss that may arise against the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with any program or activity.

NOTE: The Boy Scouts of America and local councils cannot continually monitor compliance of program participants or any limitations imposed upon them by parents or medical providers. List any restrictions imposed on a child participant in connection with programs or activities below and counsel your child to comply with those restrictions.