



Black Swamp Area Council Camps Leader's Guide

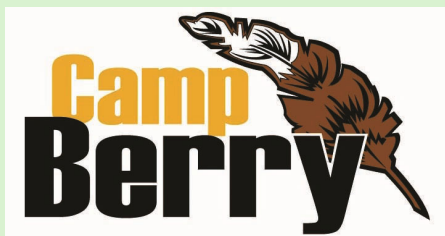


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Our Camps

Camp Berry

Scouting first came to Hancock County in 1916. Two troops were formed and a year later, a third troop was added. Due to lack of leadership, the three troops were combined into two troops in 1918. Camping was done along the Blanchard River as well as Eagle Creek and Lye Creek.

Until 1925, troops planned their own camping trips and activities. In 1925, the council signed a lease for \$60.00 per year to lease 10 acres of woods directly east and to the right of the main entrance of the current camp. In 1928, Mr. and Mrs. R.J. Berry (he was a vice president of The Ohio Oil Company) purchased 83 acres, which included the original 10 acres, and donated it in memory of their son that had died. The Berry Boy Scout Reservation was incorporated that year.

In 1930, the mess hall was constructed and was used for that purpose until 1948 - 1949. It was then renovated and now serves as the ranger's home.

Swimming, boating, and canoeing were done on Eagle Creek directly behind the Health Lodge; a swimming pool and shower house were built by the WPA in 1937. A headquarters cabin and three overnight cabins were also built at this time.

In 1946 – 1947, a five year expansion was started. The Donnell Lodge was constructed, the three overnight cabins were moved and renovated, and several new cabins and five Adirondack shelters were constructed.

In the 1970's, another expansion plan was started and more acreage was either donated or purchased to expand the camp from 80 acres to over 200 acres. It now is 360 acres. This plan called for the re-routing of Eagle creek and the building of a four-acre lake.

The lake was dredged several years ago, and a new pond was formed with the sludge. All the cabins have been sand blasted inside and renovated to clean them up. Every building has been painted and re-roofed, and the Adirondacks have been moved and six new ones built. A new shower house and a completely new septic system were constructed in 2000. The Woodsman cabin was torn down, and Howard Lodge was constructed on the site and dedicated on September 5, 1998. The Health Lodge, Training Center, and maintenance buildings have been remodeled and cleaned. Shelters and new latrines have been built in several campsites. Two new campsites have been constructed, and a third is in the planning stages. The Karl Edelbrock Nature Center was constructed in 1998 on a wildlife pond on the west side of camp. The Camp master cabin and Ranger's house have been remodeled and renovated in the past few years. Shelters have been added at each of the Shooting Sports areas. Donnell Lodge underwent a major renovation. In 2008 a room was added to Carson cabin and in 2009 a restroom facility was added to Scouter cabin. Donnell Lodge was expanded in 2014 and was back open for the start of the 2015 camping season.

Our Camps

Camp Lakota

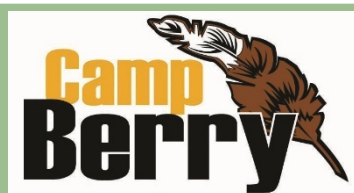
On June 14, 1941, the Shawnee Council, Boy Scouts of America, dedicated 225 acres south of Defiance, Ohio “to the task of helping boys retain their Scouting ideals for the guidance of their adult lives”. Ten years later, in 1951, a contest was held to name this encampment. Camp Lakota was chosen, winning out over names like Nowata and Little Turtle. The council purchased more land during the 1960s and began construction of Lake Glengary in 1969. In recognition of local Eagle Scout and former Lakota camper's accomplishment of walking on the moon that year, the council named its new outpost camp area Camp Neil Armstrong.

Today, Camp Lakota—the name commonly used for both Lakota and Neil Armstrong camps—is owned and operated by the Black Swamp Area Council, Scouting America. The camp covers 640 acres, including the 48 acre Lake Glengary, and is bordered on the west side by the Auglaize River. The camp houses 14 conservation-type campsites: 9 on the Lakota side of the reservation and 5 on the Neil Armstrong side. The program areas are primarily located around Lake Glengary. A typical week of camp includes 175-200 Scouts that are offered a myriad of opportunities for individual attention. Due to its large size, varied geography, and hiking and canoeing opportunities, Camp Lakota is considered by many to provide a “rustic” summer camp experience

In 2025 Camp Lakota open the doors to Brand new Cooper Lodge with Keith Hubbard Dining hall providing a new home to camp meals and Program.



2180 Ginter Rd,
Defiance, OH 43512



11716 Co Rd 40,
Findlay, OH 45840

Scouting America Mission Statement

The mission of Scouting America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

Scouting America Vision Statement

Scouting America will prepare every eligible youth in America to become a responsible, participating citizen and leader who is guided by the Scout Oath and Law

Scout Oath

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

Scout Law

A Scout is trustworthy, loyal, helpful, friendly, courteous, kind, obedient, cheerful, thrifty, brave, clean, and reverent.

Outdoor Code

As an American, I will do my best to –Be clean in my outdoor manners. Be careful with fire. Be considerate in the outdoors and Be conservation minded.

Camp Leadership/Contact Info

Camp Berry

Reservation Director

Jason Baumgartner



567-429-1627

jason.baumgartner@blackswampbsa.org

Program Director

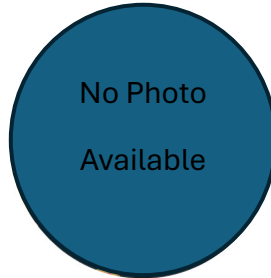
Jonah Brown



Campberryprogram
@blackswampbsa.org

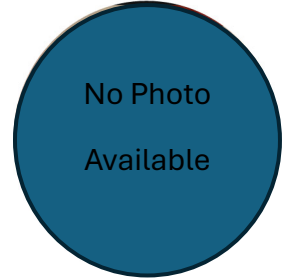
Business Manager

Tammy Cooper



Camp Commissioner

Vacant



Camp Lakota

Camp Director

Jacob Rudebock



419-283-9308

Jacob.Rudebock@scouting.org

Program Director

Cassie Poray



Camlakotaprogram
@blackswampbsa.org

Business Manager

Pam Ganser



Camp Commissioner

Larry Braun



Camp Rangers

Camp Lakota Ranger

Patrick Bohn

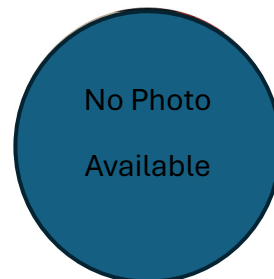


419-303-4510

Pat.Bohn@scouting.org

Camp Berry Ranger

Lance Kraft



419-957-5091

Lance.Kraft@scouting.org

Important Dates

EVENT	Date
2026 Registration Opens	Aug. 1 2025
Sumer Camp Kick off	Jan. 6, 2026 & Jan. 8, 2026
Camperships Applications Open	Feb 1, 2026
Merit Badge Registration Open	8 A.M. Lakota – April 11, 2026 Berry – April 12, 2026
Camperships Close	April 15, 2026
T-shirts Pre-orders Open	April 15, 2026
Early Bird Pricing Ends	May 1, 2026
Final Payments Due	May 15, 2026
T-shirts Order Close	May 31, 2026

2026 Weeks of Camp

Week 1	June 14-20
Week 2	June 21-27
Week 3	June 28-July 4
Week 4	July 5-11

10 Day Out Meetings

Week 1	June 4
Week 2	June 11
Week 3	June 18
Week 4	June 25

Please note all pre camp meetings are transitioning to 10 day out meetings. Lakota will meet at Cooper Lodge and Meetings at Berry meet at Yammine Lodge

Fees & Payments

2025 Summer Camp Fees

The youth fees include all program fees, except ATV's at Camp Berry - \$35.

Early Bird Ends May 1st, 2026

Scout Fee:	\$440
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Scout Early Bird Fee:	\$410
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AOL/New Scout Early*:	\$405
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AOL/New Scout Early Bird Fee*:	\$375
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Scout Sibling Fee**:	\$405
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Scout Sibling Early Bird Fee**:	\$375
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Second Week:	\$250
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*A Scout is considered new if they have joined after 8/1/2025.

**The Scout Sibling fee is for additional Scouts from the same family attending camp.

NYLT Discount

If a Black Swamp Area Council Scout attends NYLT in the same calendar year as their camp registration, their camp registration fee is reduced by \$100.

Camp Scholarships

Scholarships are available to Scouts to help them attend camp. No one should miss summer camp due to financial concerns. Apply online at www.blackswampbsa.org between February 1st and April 15th.

Final payment is due May 15, 2025, minus any earned leader and NYLT discounts which will be credited upon check-in. These discounts will be reconciled at Check-in. Please be prepared to cover any outstanding balances that may exist during check-in.

Reservation and a minimum of \$100 deposit is required by March 31, 2025, to be eligible for Merit Badge reservations

Fees & Payments

Adult Leader Fees

Leader Fee:

\$135

Daily Leader Fee***:

\$22.50 Per Day

***A day is considered 12PM to 12PM the following day. This fee is not pro-rated if an adult does not stay the full 24 hours.

Adult Discount

For every scout that attends camp as a part of your unit, a 10% discount will be applied toward an adult fee. This equates to 1 free adult for every 10 scouts registered in a unit. (Note this discount is applied to your unit's registration fee upon check-in.)

Payment Methods

Online payment may be made through our online reservation system by using a credit or debit card or E-check (3% Processing fee). Alternately, personal or troop checks can be sent to our reservations office. The address for our reservations office is: 2100 Broad Avenue, Findlay, Ohio 45840. Checks must be made payable to "Black Swamp Area Council." Checks not made payable to "Black Swamp Area Council" will be returned to the sender. Checks that need to be returned will not be applied to the due balance of a reservation on memo line please provide which camp, week number, and unit number.

XXXXXXXXXX

Pay to the
Order of

Black Swamp Area Council

\$

Dollars

(Berry or Lakota) (week #) Troop (###)

XXXXXXXXXX

XXXXXXXXXXXXXXXXXX

XXXXXXX

Black Swamp Area Council Scouts BSA Summer Camp Refund Policy

SUMMER CAMP SPOTS refundable until April 1st a \$100 deposit will be held after this per scout and after the 10 day out meeting all not refunds will be grant unless listed under the exceptions below, Spots may be transferred to another Scout who is attending camp on a one-to-one basis.

Exceptions may be made for Injury, Illness, and Family emergencies

All refunds must be requested in writing, using the “Refund Request Form” found in the appendix of this document. Please note that we will hire our staff and order supplies and food based on the number of participants that you have reserved with us. As we make our purchases and hire our staff those funds are no longer available for refunds.

To avoid confusion, please inform parents of the refund policy when they register their sons or daughters for camp. A minimum of \$100 per person is non-refundable for both Youth and Adults after April 1st. Tracking overpayments, if any, is the responsibility of the unit. The refund of any overpayment should be requested during check-in at camp.

ATV fees will not be refunded if scout fails to bring adequate clothing for the course

If the refund request is approved, refund checks will be issued to the individual or entity paying the original fee within 30 calendar days of approval.

Mail written refund requests to:

Black Swamp Area Council

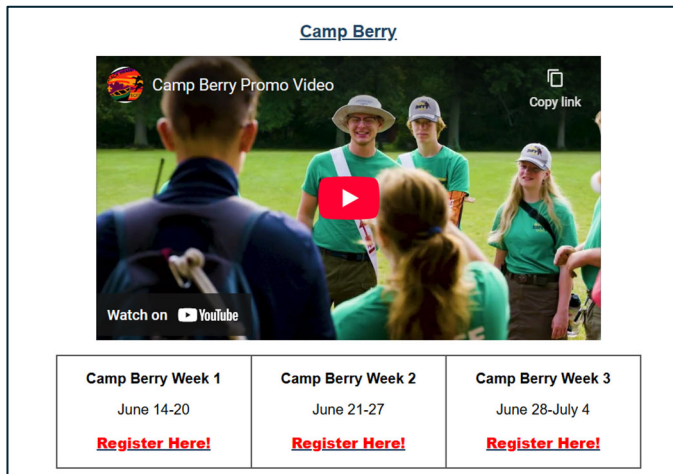
Attn: Refund Committee

2100 Broad Avenue

Findlay, OH 45840

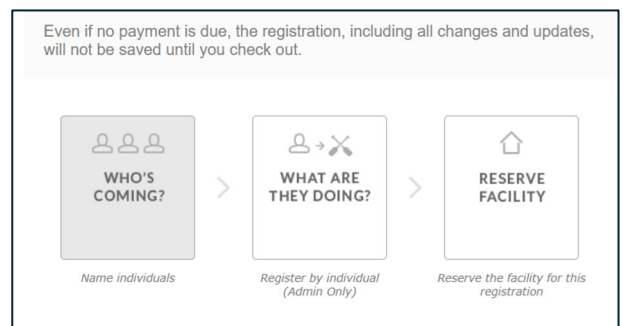
How to Register

Making Your Initial Registration



1. Navigate to www.blackswampbsa.org/summercamp
2. Scroll to the appropriate camp section
3. Select which camp and which week your unit would like to attend camp
4. Click the “register” button
5. Enter in the contact information of the individual making the reservation.

6. Select the box “who’s coming”



Register individuals by name for this event.

How many?	
14	
15	
16	
17	

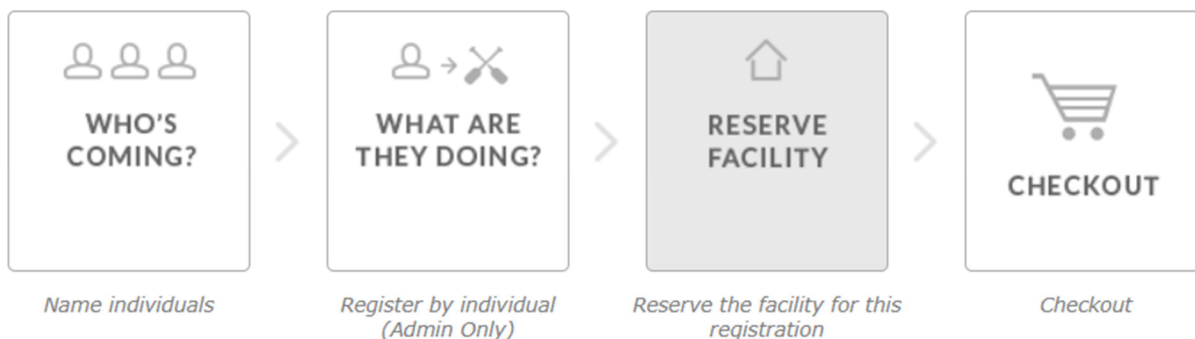
scout	0	✓
Scout Sibling	0	✓
Arrow of Light Crossover and New Scouts	0	✓
Adult	0	✓

← Go Back Cancel Continue →

7. Enter the number of scouts, adults, Webelos Crossovers/New Scouts, and Scout siblings you will be bringing to camp from the drop-down menus.
8. Click the “continue” button.

How to Register

9. Select the box “Reserve Facility”.



10. Select the campsite you wish to reserve.

11. Click the “Continue” button.

12. Select the box above “Checkout”

13. Look over the information that is listed. If it is accurate, click the “Checkout” button at the bottom.

14. Select your payment option. You can pay via PayPal, Credit Card (Visa, MasterCard, American Express, and Discover), E-check, Gift Card, or mail-in Payment.

15. Fill out the information that is requested for your payment option.

16. Click the red “COMPLETE ORDER” button on the right-hand side. This is required

to finish your registration.

17. This will take you to receive a receipt for your reservation confirmation.

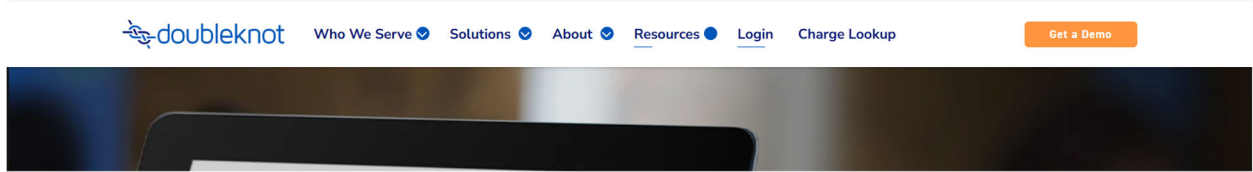
18. CONGRATULATIONS! You have made your reservation for summer camp.

PAYMENT & BILLING INFORMATION		SUMMARY
Please choose your payment type:		Total \$100.00
<input type="radio"/> VISA <input type="radio"/> M.C. <input type="radio"/> A.E. <input type="radio"/> D. <input type="radio"/> E-check <input type="radio"/> Gift Card <input type="radio"/> Mail-in		Balance Due \$100.00
* Indicates required fields		You saved \$348.00
Name and Billing Address		ADMINISTRATOR ONLY
*Name: <input type="text"/> First Name <input type="text"/> M <input type="text"/> Last Name <input type="text"/> First		<input type="checkbox"/> Do not send e-mail confirmation
*Address 1: <input type="text"/> Street Address		<input type="checkbox"/> Send user ID and password to registration owner
Address 2: <input type="text"/> Street Address is required		Note: As an administrator, you can complete this order without paying even though payment is required.
*City: <input type="text"/> City is required		COMPLETE ORDER
*State/Province: <input type="text"/> Ohio		
*Zip/Postal Code: <input type="text"/>		
*Country: <input type="text"/> United States		
*E-mail Address: <input type="text"/> your_email@domain.com		
<input type="text"/> your_email@domain.com		

Adding Additional Youth & Adults to Your Registration

1. Navigate to www.doubleknot.com

2. Click on the Log-on button and enter your login information.



a. If you don't remember, or don't know your login information, please contact Council Camping Admin, Jacob Rudebock at Jacob.Rudebock@scouting.org

3. A summary page listing your registration should appear on the screen.

4. Click on View Details, beside your summer camp registration.

5. Click Update.

6. If you are adding anyone, click the box "Who's Coming?"

7. Change the number in the appropriate drop-down menu (Scout, Adult, Webelos Crossover, or Scout Sibling).

ACTIONS

- Move Registration
- Edit Registration
- View Details**
- View Payments
- Edit Group
- Checkin
- Delete Registration

scout 1 LESS ... ▼

[Add someone I've signed up before](#)

*First Name:

*Last Name:

Primary Telephone:

Primary Email:

Clear

8. Fill out the information for each person attending.

9. If your Troop has registered with us before, you should have a roster of previous participants. To add someone from this roster, click the link, "Add someone I have signed up before".

10. Repeat for every participant.

11. Click the continue button at the bottom of the screen.

12. Once complete with changes, you need to follow the Check-out process as detailed in the Making Your Initial Registration section.

13. Please remember, your registration is not saved until you go through the checkout process. Removing Youth & adults from Your Registration including Unnamed Scouts

Merit Badge Registration

1. For Scouts with a deposit or paid reservations by March 31, Merit Badges will go live on April 11st for Camp Lakota and April 12nd for Camp Berry. (The reason for the different opening dates is so we can have a team of advisors standing by to answer any questions or assist with any problems.)
2. To have a better chance of getting your desired merit badges, we recommend that you login as soon as registration opens. Eagle required Merit Badges fill up very quickly.
3. Login to the online registration system and select your summer camp registration.
4. Make sure all your scouts are named.
5. Click on the box “What Are They Doing?”



6. Select the participant that you would like to register for merit badges from the drop-down menu “Schedule For”.

Category	Activity	Date/Time	Schedule	Status
This participant is not registered for any activities.				

Activity	Date/Time	Schedule
<input type="checkbox"/> Add Learn to Swim Class - Session 2	6/15/2026 - 6/16/2026 11:00 AM - 12:45 PM	Monday - Tuesday
<input type="checkbox"/> Add Learn to Swim Class - Session 4	6/15/2026 - 6/16/2026 11:00 AM - 12:45 PM	Thursday - Friday
<input type="checkbox"/> Add Lifesaving - Block 1	6/15/2026 - 6/16/2026 9:00 AM - 10:45 AM	Monday - Friday
<input type="checkbox"/> Add Lifesaving - Block 2	6/15/2026 - 6/16/2026 11:00 AM - 12:45 PM	Monday - Friday
<input type="checkbox"/> Add Swimming - Session 1	6/15/2026 - 6/16/2026 9:00 AM - 10:45 AM	Monday - Tuesday
<input type="checkbox"/> Add Swimming - Session 3	6/15/2026 - 6/16/2026 9:00 AM - 10:45 AM	Thursday - Friday
<input type="checkbox"/> Add Swimming - Session 4	6/15/2026 - 6/16/2026 11:00 AM - 12:45 PM	Thursday - Friday

7. Select the merit badge category from the drop-down menu “Choose Activities in Category.”

Activity	Date/Time	Schedule
<input type="checkbox"/> Add Learn to Swim Class - Session 2	6/15/2026 - 6/16/2026 11:00 AM - 12:45 PM	Monday - Tuesday
<input type="checkbox"/> Add Learn to Swim Class - Session 4	6/15/2026 - 6/16/2026 11:00 AM - 12:45 PM	Thursday - Friday

Merit Badge Registration

8. Find the merit badge that you would like to register for. If this merit badge is on the wait list will specify that by the merit badge name and the scout will not officially be registered for that badge. Click the “add” button to add this class to the participant’s schedule.

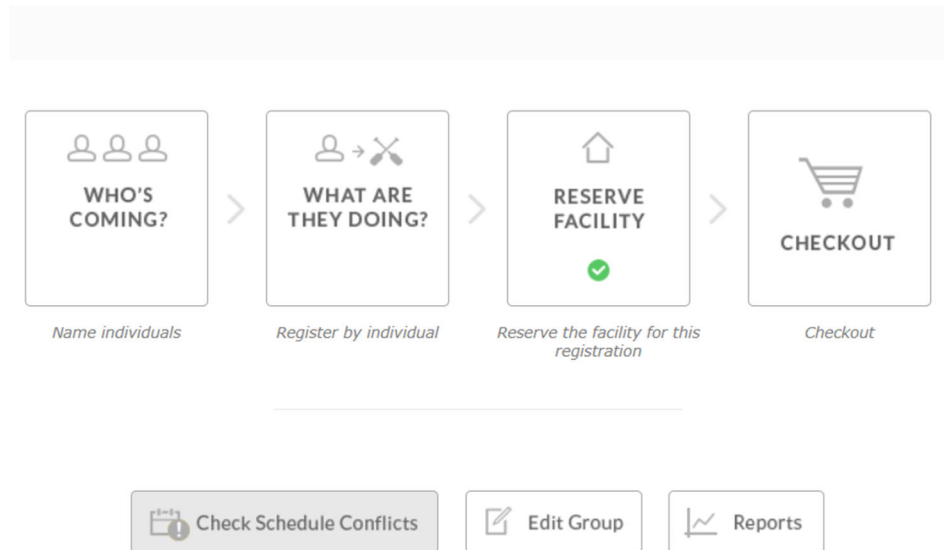
9. Repeat this process until you have registered that Scout for all the merit badges they need.

10. Repeat the process for each participant going to camp.

11. Once complete, Click the continue button.

12. Click the box labeled “Check schedule conflicts”. This will tell you if a Scout has

time conflicts with their merit badges.



13. Once you are satisfied with merit badge selections **you need to Checkout to save your changes.**

14. Please have Scouts select 2nd choices for Aquatics, Range and Target Activities and Eagle required Merit badges as these fill fast.

Required Forms

All Units

Unit Rooster

Unit Leaders Contact

Proof of registration of Unit Members

Proof of Safeguarding Youth Training

Driver's license for those Driving

ABC Health Forms (With Doctor's Signature)

Early dismissal forms

ATV Waivers

Swim Checks with Lifeguard Certificate

Out Of Council Units

Order of the Arrow Letter for Election

Certification and claim forms for Troop Accident & Sickness Insurance

Summer Camp Kickoffs & 10 Day Out Meetings

Summer Camp Orientation

Orientation begins with the Summer Kick-off in the January Round table (1/6/26 – Camp Berry and 1/8/26 – Camp Lakota). Camp promotional materials, including the leader guide, will be available as well as information on the exciting new programs we have for Summer 2026.

In April, each camp will host a Leader's Meeting. On 3/14, both camps will host virtual meetings covering updates on program opportunities and enhancements. Please be sure that at least one representative of your unit attends, though we do ask that your SPL and Scoutmaster are both in attendance.

10 Day Out

Each camp will have 10 day out meetings with unit leadership and camp staff.

7 pm at Camp Lakota & Berry, Thursday evenings.

10 Day Out Meetings

Week 1	June 4
Week 2	June 11
Week 3	June 18
Week 4	June 25

We strongly encourage you to send your Senior Patrol Leader, Scoutmaster, and one Assistant Scoutmaster. At this meeting, the camp leadership will inform you of any last-minute changes, updates, service opportunities, and answer other questions you may have. We will collect important documents and troop rosters. But most importantly, your troop will be able to sign up for many of the activities that you will participate in at camp so that when you arrive on Sunday you can move through registration quickly.

24 HOURS AFTER THE DATE OF THIS MEETING, THE COUNCIL'S REGISTRATION SYSTEM WILL LOCK DOWN FOR BOTH CAMP LAKOTA AND CAMP BERRY. ALL ROSTER CHANGES MUST BE MADE BEFORE THIS LOCK DOWN. TROOPS WILL BE LIABLE FOR ANY RESERVATION THAT IS NOT REMOVED PRIOR TO LOCK DOWN. THIS INCLUDES UNNAMED YOUTH OR ADULTS

Pre-Camp Check List

☒ SUMMER CAMP LEADER PLANNING CHECKLIST

- Hold a camp planning/promotion night at a Troop meeting for all parents and scouts
- Coordinate adult leaders for camp (each troop must have a minimum of 2).
- Coordinate leader paperwork including proof of Scouting America registration.
- Plan for transportation arrangements and ensure all vehicles and drivers meet the requirements set in the Guide to Safe Scouting.
- Make payments for scouts and leaders in correlation with the payment schedule
- Register your troop for merit badges in correlation with the dates on page 5.
- Setup Troop social media accounts and share info and photos with parents to stay connected with their Scouts while at camp.
- Use the troop equipment packing list on page 17 as a guide to coordinate paperwork and other items needed for your week at camp.
- Collect total attendance for Family Night

☒ SUMMER CAMP PARENT PLANNING CHECKLIST

- Have part C of the Scouting America health and medical record filled out when you are receiving your annual physical.
- Work with your Scout(s) to make a list of desired merit badges and activities to give to your summer camp coordinator when signing up for camp. Use the merit Badge Schedule for your selected camp.
- Once merit badges are selected, review the prerequisites if any, and bring them to camp so credit can be given when taking the badge at camp.
- Use the individual packing list on page 18 as a guide to coordinate supplies and gear for your Scout at camp.
- If your Scouts had a great experience at camp, leave us a review or testimonial on our Facebook page or Google location site.

☒ SUMMER CAMP SPL PLANNING CHECKLIST

- Work with your Scoutmaster to use your camps program guide to plan the programs for your week of camp
- Work with your Patrol Leaders to ensure their patrols are “ready to go” for summer camp.
- Work with your Scoutmaster and the Troop Quartermaster to ensure you have all the gear and equipment your troop needs to be successful during your week of camp.
- Review the requirements for Troop awards per your camps program guide. Make a plan with your troop to earn these awards while at camp.
- Review the extracurricular activities at camp and make a plan to sign up for a selection of these when you arrive at camp on Sunday
- While at camp, lead the Troop by working with Scouts on advancement, camp awards, campsite cleanliness, safety, Troop-led activities, and Troop morale.
- Ensure your troop participates in camp-wide events including flag ceremonies, campfires, camp-wide games, activities, and awards.
- While at camp, attend the Sunday night leaders meeting with your Scoutmaster and attend the daily SPL meetings held at 5 PM Monday – Thursday at Cooper Lodge.

Troop Packing List

☒ Paperwork

- Printed Copy of this Leader's Guide
- Completed Scouting America Health Forms (parts A, B, & C) for all Scouts and Leaders
- Proof of Scouting America Membership for all leaders 18+
- Proof of safeguarding youth training for all leaders 18+
- Unit Advancement Records
- Campfire Skits and Song Ideas/Book
- Early dismissal Forms
- Swim Check Record w/ Lifeguard Certificate of proctor
- All Applicable Permission slips (ATV, Outbound)

☒ Health & Safety

- First Aid Kit
- Medication Lock Box (Camp Can Provide one if needed)
- Emergency Contacts for Families of All Scout Attending Camp

☒ Equipment

- Lantern or Other Lighting for Campsite
- Cooking/Eating Equipment For Troop night (Dutch Oven Recommended)
- Unit and American Flag
- Rain flies (Depending on if site has a pavilion)
- Tents (if not using camp-provided platform tents)
- Water cooler
- Camp Tools

Equipment Provided by Camp Upon Request Based on Availability

Wall Tents (setup with stakes/ropes, no platforms below) *

Cots*

Dining Flies*

Picnic Tables

*Responsibility of the unit to Set up and tear down

If you are staying in a tented campsite with platform wall tents already you do not need to request tents or cots

Please make request for additional equipment prior to your arrival at camp with the camp leadership team

Camper Packing List

☐ Clothing

Scout Field Uniform
 Scout Activity Uniform
 Rain Jacket or Poncho
 Warm Jacket
 (10) Pairs of Socks
 (7) Pairs of Underwear
 (6) Sets of Clothing
 (2) Swimming Suit
 (2) Long Pants
 OA Sash (if applicable)
 Sleepwear
 (1) Long Sleeve Shirt
 Pair of Tennis Shoes
 Pair of Boots
 Pair of Sandals (for shower only)
 (3) Towels
 Wash Cloth

☐ Toiletries

Soap
 Toothpaste & Toothbrush
 Deodorant
 Shampoo
 Hairbrush/Comb

☐ Class/Daily Use Items

Day Pack
 Notebook & Writing instrument
 Wallet
 Scout Book
 Merit Badge Books
 Water Bottle
 Sunscreen
 Bug Spray
 Hand Sanitizer
 Flashlight (Extra Batteries)
 Hat

☐ Bedding

Sleeping Bag
 Pillow
 Ground Pad (if not in a platform tent)

☐ Extras/Optional

Spending Money (\$50)
 Pocket Knife
 Camera
 Cell Phone
 Sunglasses
 Fishing Equipment
 Compass
 Bike w/ Helmet and Mounted Lights
 Watch
 Camp Chair
 Card Games

☐ ATV/Welding

Long Pants (Cotton for Welding)
 Long Sleeve Shirt (ATV)
 Over the ankle boots
 Bandana

☐ Lakota Outbounds

Small Backpack
 Mess Kit
 Waterproof Pouch (Water outbounds)
 Water shoes (Water Outbounds)

☐ Things to Leave at Home

Fire Works
 Weapons of any Kind
 Pets
 Sheath Knives

Disclaimer needs vary by scout us this list as a guide

While doing aquatics activities, swimsuits must be modest. For males, tight fitting swim briefs or swim bottoms short enough to allow exposure are not allowed - no speedos. For females, bikinis are not allowed; modest tankinis or one-piece swimsuits are appropriate.

Scouts may bring cell phones to camp for Merit Badge use, photographs, etc. but will NOT be allowed to use them if they disrupt class or are used inappropriately

Role of the Adult Leader

Each unit must always have a minimum of 2 responsible adult leaders on the camp premises. In accordance with Scouting America National policy, all adults accompanying a troop to residence camp must be a registered member with the Scouting America. At least two leaders must be 21 years of age or older. Leaders must be present both day and night. All adult leaders should expect to assist the camp staff in providing a safe, fun experience for the Scouts.

Leaders are:

- Responsible for maintaining unit safety and discipline always. This includes safe travel to and from camp.
- Responsible for coordinating all unit and individual activities to ensure maximum benefit to participants.
- To be aware of each youth's personal goals and objectives to advance in rank in Scouting. For the Scouts BSA Merit Badge program, please refer to the Merit Badge Schedule and Prerequisites List.
- To participate in camp activities daily. This should include program area visits, punctual attendance at meetings and conferences, and collection of progress reports on each youth's activities.
- To be prepared to help and assist others, specifically, other camping units and staff personnel as needed. Assistance should be given in a spirit of mutual cooperation and support but not at the expense of one's own unit.
- To monitor and evaluate unit and individual progress in camp and to provide counseling, guidance, and encouragement.
- To review the daily schedule of unit activities with fellow leaders before departure for camp. This process should include review by experienced leaders who may not be participating in the current trip but have been to Camp Berry or Camp Lakota before. There are many experienced Scouters (like your District Commissioner) in your district willing to assist you.
- To ensure that each adult leader and the Senior Patrol Leader complete and turn in camp evaluations. These forms are the primary means of evaluating the program and staff at each camp. They are reviewed as they are submitted by the Camp and Program directors to determine if there is a problem that needs to be addressed immediately. In addition, they are studied by members of the Camping Committee of the Black Swamp Area Council to recommend improvements for the next year.
- Expected to serve as a positive role model for youth. This includes language, attitude, and behavior.
- Knowledgeable of and follow all camp rules and policies.

General Discipline

Discipline and conduct of all youth and leaders are the responsibility of the unit leaders in camp. The Camp Leadership Team is ready and willing to assist at any time with problems that might arise. Unit committees should be sure that the camp leaders are trained, and they understand their responsibilities while in summer camp. While Camp Leadership is more than happy to assist this responsibility cannot be abdicated to camp Staff or camp leadership

Check-In

Plan to arrive as a unit at the camp parking lot between 12:30 pm and 2:00 pm on Sunday. If you will be arriving later than 2:00 pm, please contact the Camp Director to make other arrangements.

No arrivals will be permitted prior to 12:30 pm

No units will proceed to their assigned campsite prior to check-in.

A camp representative will greet you at the camp entrance to assist you in parking your vehicles and organizing your troop for Check-in

Forms & Paperwork

Please Have one adult Leader Report to the camp office with you required paperwork listed on the check in checklist

Vehicles in camp

2 vehicles at a time may drive to your campsite no scouts may ride in these vehicles, and they should only be used for the means of transporting gear. Each vehicle will be given a pass in your check-in folder once required forms are collected by camp leadership.

All vehicles are required to be out of camp by 6 P.M. Sunday

Swim Checks

We Highly encourage units to complete Swim Checks Prior to attending camp. If you were unable to complete swim checks prior to camp a time slot will be assigned to your unit upon their arrival to camp. Please arrive to your assigned time promptly to help with the flow of swim checks between the multiple units sharing camp.

Emergency Drills

Per National standards every camp is required to have an emergency drill within the first 24 hours of camp. Camp Lakota and Camp Berry Both hold their emergency drills Sunday Evening after all Troops have arrived.

Check-In Check List

☒ Check In

Arrive at Camp Safely

Meet Your troop guide

Send 1 Leader to assigned Location with Paperwork to turn in

Collect Wrist bands

Collect Troop information folder

Make any final payments

Collect Vehicle passes

Tow trailer to site w/ other gear

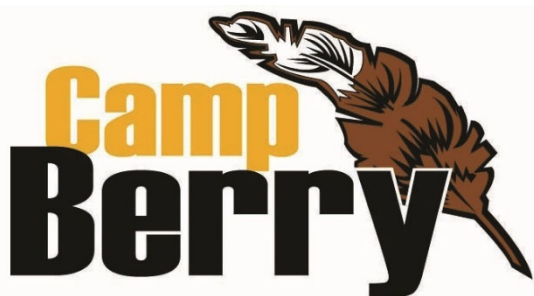
Set up your site

Take Camp Tour

Complete Swim checks at Assigned time

SPL and Scoutmaster Attend SPL/Leaders Meeting

Whole Troop Attends Emergency Camp wide drill



A typical day at Camp Berry starts with an optional early morning Polar Bear swim. The mandatory Flag Raising ceremony takes place prior to breakfast. From mid-morning to lunch, Scouts participate in their activities. Lunch is served in an open style. The afternoon sessions start after lunch and go until late afternoon. There is individual or unit time until the mandatory Flag Lowering ceremony followed by supper. Some evenings have open program areas while other evenings have planned activities such as a pool party, Berry Olympics, a carnival, or Troop night.



A typical day at Camp Lakota starts with the mandatory Flag Raising ceremony on the Armed Forces Memorial Parade field followed by breakfast in the Keith Hubbard Dining Hall location in Cooper Lodge, although several days during the week there is a short meditation at the Hubbard Chapel prior to the Flag Raising ceremony. After breakfast, the mornings are set aside for hands-on training, skill acquisition, and instruction for merit badges and other advancement opportunities. Afternoons at Camp Lakota offer an assortment of other forms of Scouting activities. These afternoon programs will enrich your Scouts with unconventional skills, challenging group projects, and other opportunities unique to Camp Lakota. The evenings are filled with troop activities. Your troop can spend time together, as a unit, playing and working together through large-group tasks, meeting Scouts from other troops, interacting, sharing, and enjoying Camp Lakota

Trading Post

Trading Post Hours

Trading Post hours for each camp will be made available in each camps' program guides and provided in your intro folder. Trading post will be open daily with exception of Saturdays

Spending money

We recommend each scout bring \$25-\$75 in spending money for the trading post it is important to note this is not required, and it is the responsibility of the Scout and Unit to Store and or hold their own Money.

Pre-Orders

T-shirt Pre-orders open on April 15 and will Close on May 31st an order link will be posted on the summer camp Page and emails will be sent out once shirt orders are available. Shirts will be available for pick up upon units' arrival to camp at check in.

Trading Post Conduct

Please keep trading post occupancy limited to 10 scouts at a time and Remember the inside of the trading post is not a social area. Please feel free to gather in the assigned areas outside the trading post.

Please keep in mind both Trading Post at both Camps use CCTV



Check Out

Early check out

Camp Berry and Camp Lakota Both highly encourage units to stay until Saturday morning both the full camp experience and for the safety of scouts and those driving to be well rested. If your unit plans on leaving Friday you must inform Camp Leadership upon your arrival to camp on Sunday while checking in so arrangements can be made.

Early Dismissal

If an individual scout from your unit plans on leaving camp early or leaving and returning an early dismissal form must be completed for them and the must be signed out in the office by a staff member. The individual picking them up from camp must be listed on the early dismissal form and individual's health form. A photo ID is required upon check out provided by the party picking the scout up. If a scout leaves property with the proper procedure the Missing scout emergency plan will go into effect and law enforcement will be notified.

If adult leaders need to leave camp temporarily, or if they are staying for less than one night or day, they must also inform other adult leadership within their Troop that they will be leaving, and they must also sign in and out on the sheet at the office.

No Scout will be permitted to leave camp between the hours of 11 pm and 7 am, except in the case of an emergency (camp administration must be notified). Any other dismissals during these hours must be approved by the camp administration.

Unit Check Out

Units' Sites will be inspected by their troop guide prior to them being dismissed. Units will then check out at the camp office where advancement reports health forms and patches will be provided to the units. Prior to this all units are required to complete a camp survey and return them to camp leadership. Only 2 vehicles are allowed back to site the morning of check out per troop.

Health Lodge

The camp health lodge is staffed 24 hours a day by qualified medical personnel. For insurance purposes and for the health and safety of all participants, all accidents, and illnesses, no matter how minor, must be reported to the Health Lodge and recorded.

Medical Emergencies

Arrangements have been made with the local rescue squads and hospitals to handle any medical emergencies. National standards require that any person staying overnight must have a valid medical form. Late arrivals should be reported to the health lodge.

Hospitals and Urgent Cares

Camp Lakota Defiance

Mercy Defiance Hospital	Promedica Defiance Hospital	Urgent Cares
1404 E 2nd St, Defiance, OH 43512	1200 Ralston Ave, Defiance, OH 43512	Both Hospitals have urgent cares

Camp Berry Findlay

Blanchard Valley Hospital	Urgent Care
1900 S Main St, Findlay, OH 45840	505 W Trenton Ave, Findlay, OH 45840

Annual Health & Medical Record

Every Scout and adult leader must submit a Personal Health and Medical Record upon arrival at Camp. Leaders should provide a copy of the newest version of the medical form (available at <http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx>) to

Each youth and adult planning to come to camp as soon as possible so that they can get their physicals completed and forms filled out properly. Parts A, B & C are required for everyone whether they are there for a day or the entire week. This record is provided as a fillable PDF, and members are encouraged to fill it out on their computer, then print the record (rather than printing the record and filling it out by hand). Doing This will improve the readability and accuracy of each member's medical information.

Though this document can be saved and emailed, please be cognizant of the private information saved within the record. Please understand that the Scouting America Annual Health and Medical Record is the only medical form recognized by Scouting—sport, military, or other medical records may not be substituted. Tips for completing this record are also located on the above website. Part C of the form **MUST** be completed **AND** signed by a health care provider and the parent.

Medical Alerts

Scouting activities can be physically and mentally demanding. Listed below are some of the risk factors that have been known to become issues during outdoor adventure.

- Excessive body weight (obesity)
- Cardiac or cardiovascular disease
- Hypertension (high blood pressure)
- Diabetes mellitus
- Seizures
- Asthma
- Allergies or anaphylaxis
- Musculoskeletal injuries
- Psychological and emotional difficulties.
- Sleep Apnea

Prescription Medications

Black Swamp Area Council camps require that all prescription and over the counter (OTC) medications be stored securely, except when in the controlled presence of health care staff or another adult leader responsible for the administration and/or dispensing of medications. Please ask your Scouts not to bring over-the-counter medications such as Tylenol or cough syrup—the Health Lodge stocks these medications and will dispense based on the patient’s signs and symptoms.

Emergency medications such as inhalers, EpiPens, and nitro should be maintained on the patient’s person.

Refrigerated medications may be stored at the health lodge or in the campsite if secured under lock and key. All medication should be in a container issued by a pharmacist with the medication name and strength, the dose and dose frequency clearly marked on the container.

Each Unit must maintain control of its medications; one adult leader must be designated as the unit health officer.

All participants taking medications must fill out the Prescription Medication Dosing Form (see the administration appendix for this form) prior to arrival at camp (we recommend that the unit health officer performs this task so that he or she is familiar with the medications). Please use one form for each participant and list the medication, dosage, and dosage schedule shown on the prescription.

Each unit should be prepared to show these completed forms at check-in to the Camp Health Officer, and then keep them updated throughout your unit’s week at camp as medications are used. We will ask that you leave these completed forms (a copy will do) at camp when you depart. We will maintain them safely in the permanent camp medical files.

(out bound medication Policy for Lakota is marked in the appendix of this document)

CPAP batteries

If you do not have power at your campsite, the camp staff would be glad to assist in the charging of CPAP batteries. If you need assistance transporting batteries, or have CPAP questions, please contact camp administration.

Infectious Disease

Camp is a tight community where pathogens can spread rapidly. It is extremely important that units immediately report all illnesses to our health officers. If a participant is sick with nausea, vomiting, diarrhea, or fever prior to camp, please leave that person at home to recuperate. Camp Management and our health & safety team reserve the right to send a participant to a local health care facility to get checked out if they suspect a participant has a health concern that could affect the health & safety of the Camp.

Emergency Procedures

On your first day in camp, emergency procedures will be explained to troop leaders and Scouts. In the event of an emergency, please notify a member of the camp staff immediately. Please do not attempt to deal with the emergency yourself, regardless of the situation. If the situation seems at all dangerous, the priority is to evacuate all Scouts and leaders from the area. More detailed emergency plans can be accessed on the Black Swamp Area Council website.

Security Wristbands

The security and safety of all our campers is paramount. All visitors, campers, youth, and adults will receive a wristband upon check-in. Thereafter, anyone in camp without a wristband will be treated as a trespasser and dealt with accordingly by camp management and/or the authorities.

Camp Rules

Code of Conduct

The Scout Oath and Law are the codes of conduct and behavior at Camp Berry & Camp Lakota.

Alcohol and Drugs

The use of alcoholic beverages and controlled substances is prohibited on any property that is owned or operated by Scouting America. This policy will be strictly enforced for all those who use or visit our camp facilities. Violation will result in expulsion from camp and will be reported to authorities

Tobacco

Both Camp Lakota and Camp Berry are SMOKE FREE camps. The use of tobacco products by anyone is prohibited. This includes the use of cigarettes, cigars, pipes, electronic cigarettes, personal vaporizers, or electronic nicotine delivery systems that simulate tobacco smoking.

ATV's

Personal ATVs are not allowed on camp property. To participate in the Camp Berry ATV program, Scouts must be 14 years of age and have a permission slip signed by their parent or guardian.

Golf Carts

If you find it necessary to bring a golf cart to camp, please send in your request form 2 months prior to the day you arrive in camp. You will be expected to comply with all rules regarding the operation of these carts.

The following will be required:

- Proof of completion of online safety course
- Proof of insurance 15 days prior to arrival
- Fire extinguisher on board
- First aid Kit on board
- Functioning Headlights if driven at night
- Highly recommend but not required a sound device such as a horn/bell/whistle
- Always maintain a safe driving manner within the posted regulations

Camp Rules

Vehicles

No vehicle is allowed beyond the main parking lot without permission of the Camp Director. A gate is in place at each access point into the camp, and we ask every leader's cooperation with, and support in, enforcing this policy. The safety of our campers on camp roads is our primary concern. Only official camp service and emergency vehicles will be permitted beyond the main parking lot without a pass.

- There will be a window of opportunity on Sunday during check-in so trailers and equipment may be driven into the campsite, and then again on Saturday during check-out, so trailers and equipment may be driven out of the campsite.
- Only two vehicles per campsite at a time (displaying a temporary vehicle pass) during Check-In.
- No one is allowed to ride on any camp equipment. No Scouts or Scouters are to ride in the back of a car, truck, cart, etc.
- Assigned parking area for each camp will be outlined at the pre-camp meetings.
- Arrangements will be made for those who require special transportation accommodations. Prior notification at the pre-camp meetings is required if this service is needed.
- Speed limit is 10 mph; please keep our Scouts and camp safe.
- If weather is bad, please request a tractor to remove trailer.

Taps

Taps are at 11:00 pm. No one is to be out of their campsite after taps, unless accompanied by an adult or staff member.

Pets & Animals

Pets of any kind are not permitted in camp at any time. Please do not bring your pet from home. Be sure to inform any visitors, parent drivers, or guests that they should also leave their pet at home. Scouting America makes only one exception to this for resident Camp Rangers and their families. An additional exception can be made for service animals with appropriate documentation.

Camp Rules

Requirements for Participation

To qualify for participation in Black Swamp Area Council Camp activities, all campers, youth, and adults, must have a completed and current Personal Health and Medical Record. (“Current” is defined as being signed by a doctor, or approved medical practitioner, within 12 months of the day your unit departs camp.) There are no allowable exceptions to this rule. Children and/or siblings of those registered for a specific program, including Cub Scouts, are not to attend unless the program has been specifically designed with adequate facilities to handle them.

Adult Leadership

Two registered adult leaders per unit must always be on-site. Both leaders must be over the age of 21 and hold current Safeguarding Youth Training. If proper adult leadership cannot be arranged for, the unit must be sent home. (If your unit is having difficulty finding 2 leaders, please contact the Camp Director as soon as possible so we can assist you in finding a second leader or arrange for a surrogate leader.)

Closed Areas

Program areas are off-limits when closed. Campers should not enter other Troop areas unless invited. Staff areas are off-limits to Leaders and Scouts except for emergencies.

Firearms

No firearms, ammunition of any sort or bows and arrows/personal archery equipment may be brought to camp. Camp Berry and Camp Lakota provide all necessary shooting sports equipment and ammunition.

Fireworks

types of pyrotechnics (smoke bombs, sparklers, aerial fireworks and other match lit items) are strictly prohibited on camp property per Scouting America policy.

Expulsion for Behavioral Reasons

Campers sent home for behavioral reasons will not have any portion of their camp fee refunded.

FLAMES AND FUELS

No fires or flames inside tents. No propane or white gas lanterns in tents. All liquid and gas fuels are to be used, filled, and stored under adult supervision. No liquid fuel may be left in the campsites.

Bikes on Camp

Both camps encourage youth and adults to bring their bicycles to camp. (Bicycles are highly recommended for Scouts camping at Camp Lakota due to the distance between activities and Program Areas.) Having a bike at camp is a privilege that can be taken away if the following rules are not followed.

Bike Safety Rules

- All bikers must wear helmets when riding.
- All bikers must always maintain 5 points of contact unless when signaling
- Bikes are to go at a safe speed.
- Bikes if ridden in the dark must have a white mounted front light and rear mounted red light
- Bikes are only to be ridden on pre-established trails and not within campsites, parade fields or program areas
- Bikes are to be walked across the road between West & East Berry
- Bikes are to be walked up and down established hills at Lakota
- Bikers use appropriate signaling when turning & stopping
- Bikers verbally state when and what side they are passing hikers/walkers on
- Bikes must be in good working order. Camp management reserves the right to inspect any bike, at any time. They also reserve the right to restrict the riding privileges of an individual if unsafe riding practices are observed or if any rules are violated. Black Swamp Area Council is not responsible for any property damage, injuries, or stolen property during your stay.

Best Practices for units with bikes

- Have a bike riding test day at a troop meeting prior to arrival and go over proper bike safety, signaling, call outs.
- When transporting bikes use a separate trailer than your troop trailer and make accommodations for them to be delivered with the rest of your troop equipment to your site.
- Inspect each bike prior to departing to camp on Sunday morning.
- Keep a simple repair kit in your troop trailer for your scouts' bikes with spare innertubes.

Uniforms

Scouts should be in the Field Uniform for assemblies, flag ceremonies, dinners, campfires, and other ceremonies where uniforms are appropriate. Otherwise, we recommend a troop T-shirt or camp shirt be worn for other activities.

SUMMER CAMP CAMPER DRESS CODE

Black Swamp Area Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgment to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- Clothing should not include profanity or images that do not support the Scout Oath and Law
- Proper undergarments should be worn
- Pants and shorts must
 - Completely cover undergarments
 - Not allow for exposure of the buttocks
 - Stay up without the use of hands
- All shirts must
 - Have no low-cut necklines
 - Have wide straps or cover the shoulders - no "spaghetti straps"
 - Not be see-through or expose the side of the body
 - Be worn at all times outside of the aquatics area or shower house

Closed-toed shoes must be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be barefoot unless in the designated Aquatics areas, the shower, or in their tent. For the safety of our campers, the Black Swamp Area Council strongly discourages the wearing of Crocs, Hey Dudes, and similar style footwear.

Specific camp programs, including but not limited to Climbing & Industrial Arts, will require sturdy footwear – please contact your Camp Director for more details.

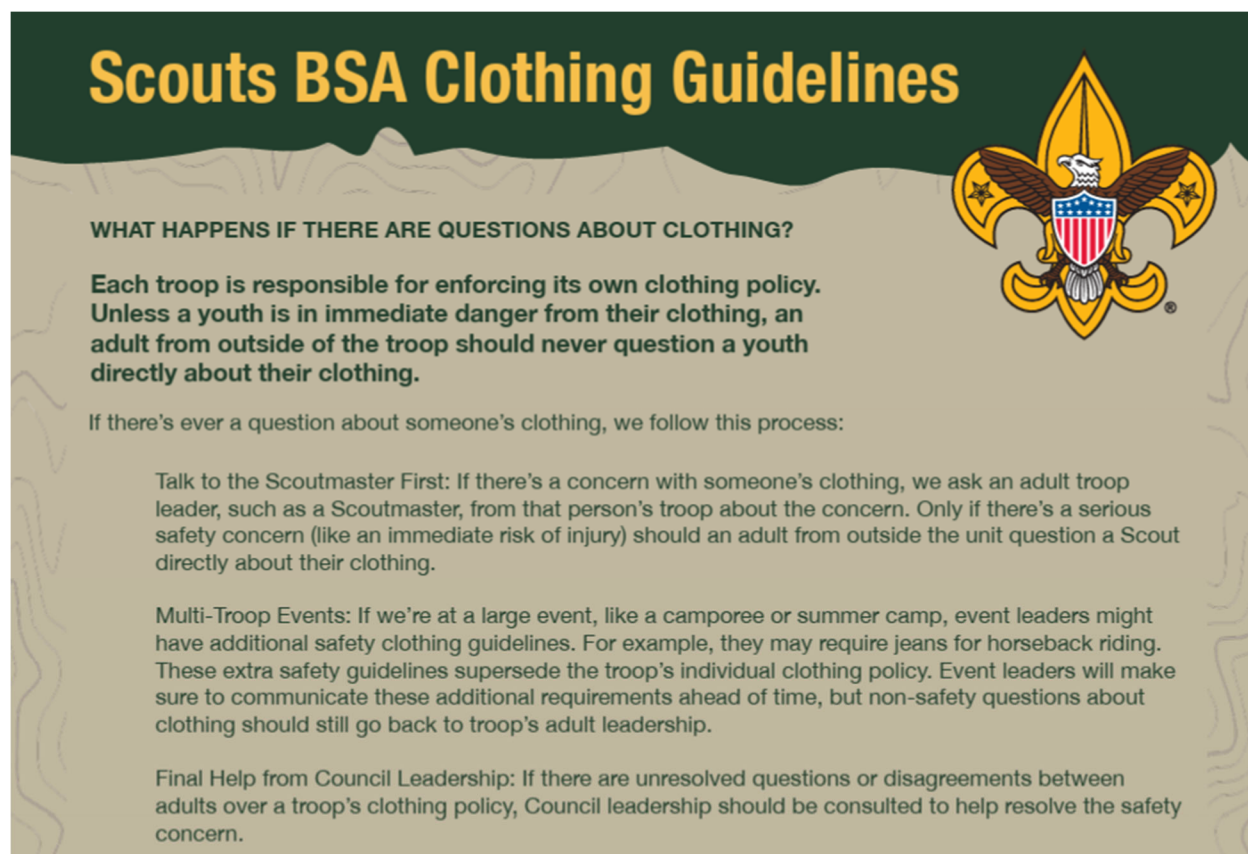
Swimsuit Policy

It's important that swimsuits are not only comfortable and functional but also modest. For example, swim trunks or board shorts that are "Fingertip Length" are appropriate. For full coverage suits, modest tankinis (with tops that meet bottoms) or one-piece swimsuits are suitable choices. Swimwear should always be properly fitting. When you stand in front of a mirror, your swimwear should cover your underwear. Please note that inappropriate swimwear includes bikinis or swim briefs (speedos) and any bottoms short enough for immodest exposure.

The Aquatics Director has the discretion to determine if swimwear is immodest, so let's all aim to dress appropriately

Important Note on Dress code

Every troop has their own clothing policy as well and is responsible for enforcement of it. Attached below is a note from a national publication.

The graphic features a dark green header with the title "Scouts BSA Clothing Guidelines" in large, bold, yellow-orange letters. To the right of the title is the Scouts BSA fleur-de-lis logo, which is yellow with a blue and white American flag shield in the center. The background of the graphic is a light tan color with a subtle, wavy pattern. The text is organized into sections with bold headings and bullet points.

Scouts BSA Clothing Guidelines

WHAT HAPPENS IF THERE ARE QUESTIONS ABOUT CLOTHING?

Each troop is responsible for enforcing its own clothing policy. Unless a youth is in immediate danger from their clothing, an adult from outside of the troop should never question a youth directly about their clothing.

If there's ever a question about someone's clothing, we follow this process:

- Talk to the Scoutmaster First:** If there's a concern with someone's clothing, we ask an adult troop leader, such as a Scoutmaster, from that person's troop about the concern. Only if there's a serious safety concern (like an immediate risk of injury) should an adult from outside the unit question a Scout directly about their clothing.
- Multi-Troop Events:** If we're at a large event, like a camporee or summer camp, event leaders might have additional safety clothing guidelines. For example, they may require jeans for horseback riding. These extra safety guidelines supersede the troop's individual clothing policy. Event leaders will make sure to communicate these additional requirements ahead of time, but non-safety questions about clothing should still go back to troop's adult leadership.
- Final Help from Council Leadership:** If there are unresolved questions or disagreements between adults over a troop's clothing policy, Council leadership should be consulted to help resolve the safety concern.

Safeguarding Youth Verification

Protecting our youth is paramount to Scouting America, Black Swamp Area Council, and our camps. Therefore, the following policy is in place to protect the youth and adult leaders, and staff of Camp Berry and Camp Lakota.

ALL adults serving as leadership for a troop in camp are required to provide verification of CURRENT Safeguarding Youth Training.

Please provide at check-in, or before, one or more of the following for verifications of

- Copy of a Scouting America Pocket Certificate Trained Card.
- Copy of the SYT online trained certificate.
- Copy of the Troop's leader training roster from my.scouting.org.

Due to the length of the online SYT module as well as the limited computer/internet resources at camp, it is strongly required that this training be completed before arriving at camp. No adults serving as troop leadership at camp will be permitted into camp without the proper verification of SYT.

SYT verification is not required for family and friends who may be visiting camp.

TWO-DEEP LEADERSHIP ON ALL OUTINGS REQUIRED.

A minimum of two registered adult leaders, or one registered leader and a participating Scout's parent, or another adult is required for all trips and outings. One of these adults must be 21 years of age or older. ADULT SUPERVISION/COED ACTIVITIES: Male and female adult leaders must be present for all overnight coed Scouting trips and outings, even those including parent and child. Both male and female adult leaders must be 21 years of age or older, and one must be a registered member of Scouting America. Scouting America now requires that ALL adults who wish to stay overnight as part of their camp stay MUST be a registered member of Scouting America and THIS REGISTRATION MUST BE WITH THE UNIT THEY ARE ATTENDING CAMP WITH! Any adults who wish to stay on any Black Swamp Area Council property overnight, that cannot show proper registration with Scouting America, must leave the property - no refund!

No One on One Contact

This should not occur between a youth member and an adult; all counseling should be done in plain sight and with the knowledge of at least one additional adult. This includes digital communication

Initiations/Hazing

Older Scouts sometimes feel that new Scouts should be “initiated” into the troop with a physical activity or another embarrassing stunt. Leaders should be alert to this possibility and direct the boys’ efforts into meaningful programs. Behavior such as snipe hunts, running the gauntlet, belt line, or similar punishment has no place in Scouting and is not permitted. These incidents if discovered should be reported to the camp director immediately

Shower Houses

The Camp Leadership asked that you always send adult supervision when you unit is using the shower house to monitor behavior and prevent harassment and bullying between youth.

No electronic devices are to be used within the shower house this includes charging phones.

Taking pictures and videos is NOT allowed in shower houses, pool showers, restrooms, etc. Any equipment being used in this manner will be confiscated and reported to law enforcement.

Tenting

Separate tenting arrangements must be provided for male and female adults as well as for male and female youth. Youth who plan to share tents must be no more than two years apart in age. In a Scouts BSA unit, youth and adults tent separately (including parent/child relationships). Spouses may share tents

Reporting Child Abuse

Our camp staff has received training to deal with potential victims of any kind of child abuse. If you suspect that a Scout in camp is a victim, report this to the Camp Director immediately. Ohio law requires that all childcare providers, including Scout leaders, must report any incidence of child abuse to child protection authorities. The number for the Ohio Department of Job & Family Services is 855-642-4453. All discussion, both at camp and over the hotline will be kept confidential.

Leaders are encouraged to refer to the Scouting America website for information on protecting Scouts by being aware of common signs of child abuse.

<http://www.Scouting.org/HealthandSafety/GSS/gss01.aspx>

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Part A: Informed Consent, Release Agreement, and Authorization

Full name: _____

Date of birth: _____

High-adventure base participants:

Expedition/crew No.: _____

or staff position: _____

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 your 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 me or my child, I understand that efforts will be made to contact the individual listed as the emergency contact person by the medical provider and/or adult leader. In the event that this person cannot be reached, permission is hereby given to the medical provider selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for me or my child. Medical providers are authorized to disclose protected health information to the adult in charge, camp medical staff, camp management, 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.

(If applicable) I have carefully considered the risk involved and hereby give my informed consent for my child to participate in all activities offered in the program. I further authorize the sharing of the information on this form with any BSA volunteers or professionals who need to know of medical conditions that may require special consideration in conducting Scouting activities.

With appreciation of the dangers and risks associated with programs and activities, 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.

I also hereby assign and grant to the local council and the Boy Scouts of America, as well as their authorized representatives, the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made of me or my child at all Scouting activities, and I hereby release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all liability from such use and publication. I further authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings without limitation at the discretion of the BSA, and I specifically waive any right to any compensation I may have for any of the foregoing.

Every person who furnishes any BB device to any minor, without the express or implied permission of the parent or legal guardian of the minor, is guilty of a misdemeanor. (California Penal Code Section 19915[a]) My signature below on this form indicates my permission.

I give permission for my child to use a BB device. (Note: Not all events will include BB devices.)

☐ **Checking this box indicates you DO NOT want your child to use a BB device.**



NOTE: Due to the nature of programs and activities, 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. However, so that leaders can be as familiar as possible with any limitations, list any restrictions imposed on a child participant in connection with programs or activities below.

List participant restrictions, if any:

☐ **None**

I understand that, if any information I/we have provided is found to be inaccurate, it may limit and/or eliminate the opportunity for participation in any event or activity. If I am participating at Philmont Scout Ranch, Philmont Training Center, Northern Tier, Sea Base, or the Summit Bechtel Reserve, **I have also read and understand the supplemental risk advisories, including height and weight requirements and restrictions, and understand that the participant will not be allowed to participate in applicable high-adventure programs if those requirements are not met.** The participant has permission to engage in all high-adventure activities described, except as specifically noted by me or the health-care provider. If the participant is under the age of 18, a parent or guardian's signature is required.

Participant's signature: _____ Date: _____

Parent/guardian signature for youth: _____ Date: _____

(If participant is under the age of 18)

Complete this section for youth participants only:

Adults Authorized to Take Youth to and From Events:

You must designate at least one adult. Please include a phone number.

Name: _____

Name: _____

Phone: _____

Phone: _____

Adults **NOT** Authorized to Take Youth to and From Events:

Name: _____

Name: _____

Phone: _____

Phone: _____



Prepared. For Life.®

Part B1: General Information/Health History

Full name: _____

Date of birth: _____

High-adventure base participants:

Expedition/crew No.: _____

or staff position: _____

Age: _____ Gender: _____ Height (inches): _____ Weight (lbs.): _____

Address: _____

City: _____ State: _____ ZIP code: _____ Phone: _____

Unit leader: _____ Unit leader's mobile #: _____

Council Name/No.: _____ Unit No.: _____

Health/Accident Insurance Company: _____ Policy No.: _____



Please attach a photocopy of both sides of the insurance card. If you do not have medical insurance, enter "none" above.

In case of emergency, notify the person below:

Name: _____ Relationship: _____

Address: _____ Home phone: _____ Other phone: _____

Alternate contact name: _____ Alternate's phone: _____

Health History

Do you currently have or have you ever been treated for any of the following?

Yes	No	Condition	Explain
		Diabetes	Last HbA1c percentage and date: _____ Insulin pump: Yes <input type="checkbox"/> No <input type="checkbox"/>
		Hypertension (high blood pressure)	
		Adult or congenital heart disease/heart attack/chest pain (anginal)/heart murmur/coronary artery disease. Any heart surgery or procedure. Explain all "yes" answers.	
		Family history of heart disease or any sudden heart-related death of a family member before age 50.	
		Stroke/TIA	
		Asthma/reactive airway disease	Last attack date: _____
		Lung/respiratory disease	
		COPD	
		Ear/eyes/nose/sinus problems	
		Muscular/skeletal condition/muscle or bone issues	
		Head injury/concussion/TBI	
		Altitude sickness	
		Psychiatric/psychological or emotional difficulties	
		Neurological/behavioral disorders	
		Blood disorders/sickle cell disease	
		Fainting spells and dizziness	
		Kidney disease	
		Seizures or epilepsy	Last seizure date: _____
		Abdominal/stomach/digestive problems	
		Thyroid disease	
		Skin issues	
		Obstructive sleep apnea/sleep disorders	CPAP: Yes <input type="checkbox"/> No <input type="checkbox"/>
		List all surgeries and hospitalizations	Last surgery date: _____
		List any other medical conditions not covered above	



Part B2: General Information/Health History

Full name: _____

Date of birth: _____

High-adventure base participants:

Expedition/crew No.: _____

or staff position: _____

Allergies/Medications

DO YOU USE AN EPINEPHRINE
AUTOINJECTOR? Exp. date (if yes) _____ ☐ YES ☐ NO

DO YOU USE AN ASTHMA RESCUE
INHALER? Exp. date (if yes) _____ ☐ YES ☐ NO

Are you allergic to or do you have any adverse reaction to any of the following?

Yes	No	Allergies or Reactions	Explain
<input type="checkbox"/>	<input type="checkbox"/>	Medication	
<input type="checkbox"/>	<input type="checkbox"/>	Food	

Yes	No	Allergies or Reactions	Explain
<input type="checkbox"/>	<input type="checkbox"/>	Plants	
<input type="checkbox"/>	<input type="checkbox"/>	Insect bites/stings	

List all medications currently used, including any over-the-counter medications.

☐ Check here if no medications are routinely taken. ☐ If additional space is needed, please list on a separate sheet and attach.

Medication	Dose	Frequency	Reason

☐ YES ☐ NO Non-prescription medication administration is authorized with these exceptions: _____

Administration of the above medications is approved for youth by:

_____/_____
Parent/guardian signature MD/DO, NP, or PA signature (if your state requires signature)



Bring enough medications in sufficient quantities and in the original containers. Make sure that they are NOT expired, including inhalers and EpiPens. You SHOULD NOT STOP taking any maintenance medication unless instructed to do so by your doctor.

Immunization

The following immunizations are recommended. Tetanus immunization is required and must have been received within the last 10 years. If you had the disease, check the disease column and list the date. If immunized, check yes and provide the year received.

Yes	No	Had Disease	Immunization	Date(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tetanus	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pertussis	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diphtheria	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Measles/mumps/rubella	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Polio	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chicken Pox	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis B	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Meningitis	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Influenza	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (i.e., Hib)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exemption to immunizations (form required)	

Please list any additional information about your medical history:

DO NOT WRITE IN THIS BOX.

Review for camp or special activity.

Reviewed by: _____

Date: _____

Further approval required: ☐ Yes ☐ No

Reason: _____

Approved by: _____

Date: _____



Part C: Pre-Participation Physical

This part must be completed by certified and licensed physicians (MD, DO), nurse practitioners, or physician assistants.

Full name: _____

Date of birth: _____

High-adventure base participants:

Expedition/crew No.: _____

or staff position: _____



You are being asked to certify that this individual has no contraindication for participation in a Scouting experience. For individuals who will be attending a high-adventure program, including one of the national high-adventure bases, please refer to the supplemental information on the following pages or the form provided by your patient. You can also visit www.scouting.org/health-and-safety/ahmr to view this information online.

Please fill in the following information:

	Yes	No	Explain
Medical restrictions to participate			

Yes	No	Allergies or Reactions	Explain
		Medication	
		Food	

Yes	No	Allergies or Reactions	Explain
		Plants	
		Insect bites/stings	

Height (inches)	Weight (lbs.)	BMI	Blood Pressure	Pulse
			/	

	Normal	Abnormal	Explain Abnormalities
Eyes			
Ears/nose/throat			
Lungs			
Heart			
Abdomen			
Genitalia/hernia			
Musculoskeletal			
Neurological			
Skin issues			
Other			

Examiner's Certification

I certify that I have reviewed the health history and examined this person and find no contraindications for participation in a Scouting experience. This participant (with noted restrictions):

True	False	Explain
		Meets height/weight requirements.
		Has no uncontrolled heart disease, lung disease, or hypertension.
		Has not had an orthopedic injury, musculoskeletal problems, or orthopedic surgery in the last six months or possesses a letter of clearance from his or her orthopedic surgeon or treating physician.
		Has no uncontrolled psychiatric disorders.
		Has had no seizures in the last year.
		Does not have poorly controlled diabetes.
		If planning to scuba dive, does not have diabetes, asthma, or seizures.

Examiner's signature: _____ Date: _____

Examiner's printed name: _____

Address: _____

City: _____ State: _____ ZIP code: _____

Office phone: _____

Height/Weight Restrictions

If you exceed the maximum weight for height as explained in the following chart and your planned high-adventure activity will take you more than 30 minutes away from an emergency vehicle/accessible roadway, you may not be allowed to participate.

Maximum weight for height:

Height (inches)	Max. Weight	Height (inches)	Max. Weight	Height (inches)	Max. Weight	Height (inches)	Max. Weight
60	166	65	195	70	226	75	260
61	172	66	201	71	233	76	267
62	178	67	207	72	239	77	274
63	183	68	214	73	246	78	281
64	189	69	220	74	252	79 and over	295



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Troop Roster

Troop # _____ Week # _____
Council: _____ Campsite: _____

Leaders Name	Phone Number	Position/Parent	Days in Camp
1.			
2.			
3.			
4.			
5.			

Scout's Name	Rank/Birthdate	Scout's Name	Rank/Birthdate
1.		16.	
2.		17.	
3.		18.	
4.		19.	
5.		20.	
6.		21.	
7.		22.	
8.		23.	
9.		24.	
10.		25.	
11.		26.	
12.		27.	
13.		28.	
14.		29.	
15.		30.	



Turn in during check in.

Unit Leaders Contact

Troop # _____ Council _____
District _____ Week # (1, 2, 3, 4) Campsite _____

[illegible]

Unit Swim Classification Record



This is the individual's swim classification date of swim test. Any change in status after this date i.e., non-swimmer to beginner or beginner to swimmer, would require a reclassification test by the Camp Aquatics Director.

SPECIAL NOTE: When swim tests are conducted away from camp or at the point of activity, the Aquatics Director, at all times, reserves the authority to review or retest all participants to ensure that standards have been maintained.

Unit Number _____ Date of Swim Test _____

	Full Name (Please Print)	Swim Classification		
		Non-swimmer	Beginner	Swimmer
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Name of Person Conducting Test: see bottom of next page for Certification Verification

Print Name

Signature

Unit Leader:

Print Name

Signature

(OVER)

Swim Classification Procedures

The swim classification of individuals participating in a Boy Scouts of America activity is a key element in both Safe Swim Defense and Safety Afloat. The swim classification tests should be renewed annually, preferably at the beginning of each outdoor season. Traditionally, the swim classification test has only been conducted at a long term summer camp. However, there is no restriction that this be the only place the test is conducted. It may be more useful to conduct the swim classification prior to a unit going to summer camp.

All persons participating in BSA aquatics are classified according to swimming ability. The classification tests and test procedures have been developed and structured to demonstrate a skill level consistent with the circumstances in which the individual will be in the water. The Swimmer's Test demonstrates the minimum level of swimming ability for recreational and instructional activity in a confined body of water with a maximum 12-foot depth and with shallow water footing or a pool or pier edge always within 25 feet of the swimmer.

The various components of each test evaluate the several skills essential to the minimum level of swimming ability. Each step of the test is important and should be followed as listed below:

SWIMMER'S TEST:

Jump feet first into water over the head in depth, level off, and begin swimming. Swim 75 yards in a strong manner using one or more of the following strokes: side stroke, breast stroke, trudgen, or crawl; then swim 25 yards using an easy resting back stroke. The 100 yards must be swum continuously and include at least one sharp turn. After completing the swim, rest be floating.

BEGINNER'S TEST:

Jump feet first into water over the head in depth, level off, swim 25 feet on the surface, stop, turn sharply, resume swimming as before, and return to starting place.

ADMINISTRATION OF SWIM CLASSIFICATION TEST

A troop may select to do either option A and/or B. If there are scouts that cannot do the pre-camp swim test, they will be tested at camp on Sunday afternoon.

OPTION A (at camp):

The swim classification test is completed the first day by Camp Aquatics personnel.

OPTION B (At unit level with council-approved aquatics resource people):

The swim classification test done at a unit level should be conducted by one of the following council-approved resource people: Aquatics Instructor, BSA; Aquatics Supervisor; BSA Lifeguard; certified lifeguard; swimming instructor; or swim coach. When the unit goes to a summer camp, each individual will be issued a buddy tag under the direction of the Camp Aquatics Director for use at the camp.

SPECIAL NOTE:

When swim tests are conducted away from camp or at the point of activity, the Aquatics Director, at all times, reserves the authority to review or retest all participants to ensure that standards have been maintained.

CERTIFICATION VERIFICATION:

Include a photocopy of the testers credentials; Red Cross Lifeguard certification, BSA Lifeguard certification, YMCA Aquatics Director, NCS Aquatics Director, certified Swimming Instructor, etc.

Early Dismissal Form



This form has been designed to meet both the requirements of the State of Ohio as well as the Boy Scouts of America. It must be filled out and signed by all appropriate parties in order for a Scout to be allowed to leave camp before the end of the week at camp. It should offer benefits to the Scout in assuring the proper identification is obtained before the Scout leaves camp, and benefit the leader in knowing exactly what the parent is requesting, and provide a record for that request.

Scout's Name:		Troop #:
Campsite:	Week:	Scoutmaster's Name:

Departures: Fill out as many as apply. **Personal ID with PHOTO will be required from all adults authorized to pick up Scouts.**

Date of Departure #1:	Time of Departure:
Reason for Early Dismissal:	Estimated Time of Return:
Name of Person Picking Up the Scout:	Phone #:
Address:	

Date of Departure #2:	Time of Departure:
Reason for Early Dismissal:	Estimated Time of Return:
Name of Person Picking Up the Scout:	Phone #:
Address:	

Date of Departure #3:	Time of Departure:
Reason for Early Dismissal:	Estimated Time of Return:
Name of Person Picking Up the Scout:	Phone #:
Address:	

Parent Information: Please provide information and print and sign your name below.

Parent/Guardian Name:		Day Phone #:
Address:		Night Phone #:
City:	State/ZIP:	

I hereby request that my Scout be permitted to leave camp for the above stated reason by the approved named individual/individuals listed above. I understand that the "Early Dismissal" from camp will be granted ONLY if the Scout follows the "Check-In, Check-Out" procedures outlined by the Black Swamp Area Council of the Boy Scouts of America.

Print Parent/Guardian Name:	Date:
Parent/Guardian Signature:	Relationship to Scout:

Scout Name: _____

Troop #: _____

Campsite: _____

Participant Medication Control Permission Form



Scout's Name:		Week #:
Campsite	First Day:	Last Day:

Medication Required:

Name of Medication:
Reason For Medication:
Possible Common Reaction to Medication:
Dosage:
Time of Administration:
Comments Regarding Medication:

This form has been designed to meet both the requirements of the State of Ohio as well as the Boy Scouts of America. It should offer benefits to the scout in assuring the proper medication at the proper time, and benefit the leader in knowing exactly what the parent is requesting the leader to do, and provide a record that request was carried out. **Note: All prescribed medications must be kept in the original container bearing the physician's name, direction for use, and the patient's name.**

Prescribing Physician:

Doctor's Name:	Phone:	
Address:	City, State:	ZIP:

Parent Permission:

Authorized to administer medication:

Adult #1 Name:	Adult #2 Name:
----------------	----------------

I hereby request that my scout be administered his prescribed medication at camp by the approved Camp Health Officer or the Adult Unit Leader listed above. I understand that the medication at camp will be administered exactly per the directions as prescribed by the above physician.

Signature of Parent or Guardian:		Date:
Printed Name of Parent or Guardian:		Phone:
Address:	City, State:	ZIP