

Passport to Adventure

Cub Scout Day Camp 2012



Day Camp Pack Coordinators Guide

Orange County Council
Boy Scouts of America

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January 2012

Dear Day Camp Pack Coordinators,

We are excited to share this information in this packet with you and your pack about Cub Scout Day Camp 2012 – Passport to Adventure. A great week of Day Camp will help you to solidify a great year of Scouting for your Cub Scouts.

Cub Scout Day Camp is the highlight event of the summer for your Cub Scouts. Scouts who attend camp will get the opportunity to meet new friends, learn more about the Scouting program, participate in all kinds of games, sports, and crafts. At some camps they can learn how to safely use a bow and arrow or BB gun.

The Orange County Council offers nine Day Camps throughout Orange County beginning in late June and ending in August. These camps are run by volunteers, just like you, who serve as our Camp Directors, Program Directors, medics, shooting sports instructors and program area leaders. All key adult leaders attend training for their positions so they can offer the best possible experience for your Scouts.

We are excited that this coming summer over 3,000 Cub Scouts and more than 1,500 leaders will come to camp and use their Passport to Adventure. Scouts who participate in Day Camp are more likely to remain in Cub Scouts, bridge to Boy Scouts, and make the fundamental ideals of Scouting a part of their lives as adults.

Use this guide to sign up your pack in Cub Scout Day Camp this summer. Please feel free to make copies of the included information and share it with your Scouts and their families.

An active and successful Cub Scout pack is the cornerstone of the Cub Scouting program. Thank you for all you do to make your Cub Scout pack successful in Orange County. Your efforts will help to create young men who will do great things in their community.

Yours in Scouting,

Rachel Rash
Activities Director
Orange County Council

Cub Scout Day Camp Mission Statement

It is the mission of the Cub Scout Day Camp program of the Orange County Council to provide Cub Scouts, leaders and staff:

- A safe, creative and educational place and program, fulfilling their desire for an exciting outdoor camping adventure.
- Encouragement and motivation to stay in Cub Scouting and move forward into Boy Scouting.
- Positive mental, physical and social growth supported by traditional ideals set forth in the Cub Scout Promise and the Law of the Pack.

Some common questions and answers.

Contact your Camp Director if you have other questions.

What is Cub Scout Day Camp?

Cub Scout Day Camp is a five day fun filled experience that offers opportunities for all levels of Cub Scouting, from Tiger to Webelos II, to participate in activities that are designed to build mental fitness, physical skills, and character. And it is a lot of FUN!

Where are the Camps?

Day Camps are located in each district throughout the Orange County Council. To find the camp closest to you take a look at the map on the next page or check on the web site. All Cubs and their families are welcome to attend any camp in the council.

What will my Cub do at Camp?

Each camp has a variety of age appropriate games and sports, crafts and other activities that will help your Cub have a Cub Scout Safari. Different belt loops, activity pins and other advancement are earned at each camp. Contact the camp director to find out what your Cub Scouts can earn at Day Camp this year.

How much does it cost?

The cost for a week of fun is just \$130 per Cub Scout! But if your pack registers at or before Scout-O-Rama (May 12, 2012) you get a \$10 discount per scout. And if your unit is a Journey to Excellence Unit you will get an additional \$5 off per scout.

How do I sign my pack up for Day Camp?

To sign up your Cub Scouts for Day Camp, use the forms in this packet, or see the website daycamps.ocbsa.org for more information.

Do I have to Volunteer?

Cub Scout Day Camp would be lost without its youth and adult volunteers. Adults volunteer with their Scouts from one to five days or serve in a variety of staff roles at Day Camp. Adults also learn a lot about Scouting at camp. Youth volunteers are needed to serve as Den Chiefs and assist in program areas. Please have the adults and youth in your pack fill out appropriate forms and turn them in with your pack rosters.

Please note that Boy Scout of America camp standards require that a 1 adult to 4 camper ratio must be maintained during Day Camp.

Do I have to fill out a form?

Everyone who comes to camp has to completely fill out a separate registration form. Adults should fill out a form even if they are not sure if they will come to camp, there is no cost.

Are there Camperships?

Camperships of up to half the cost of camp are available to campers in need. A completed campership form needs to be turned in with the registration form at least one month before the camp.

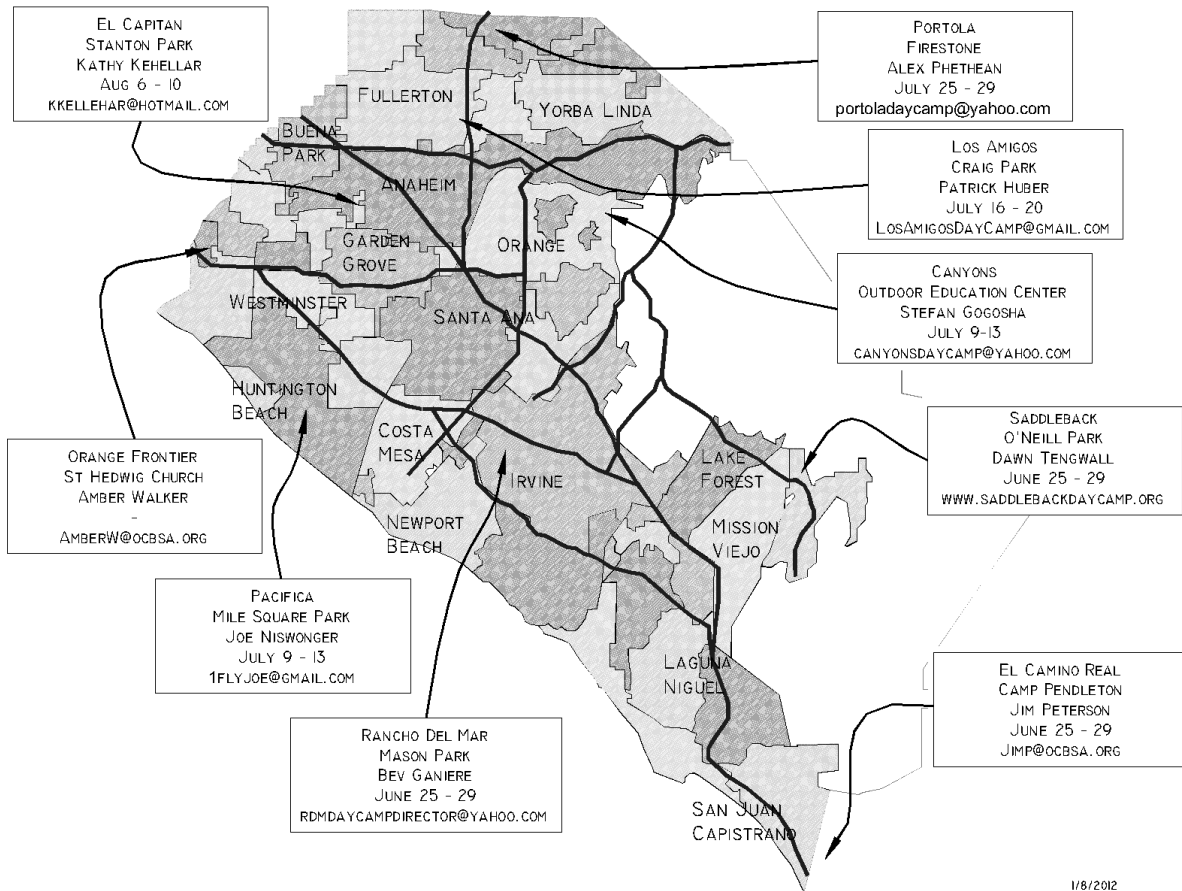
For additional information please contact your Day Camp Director or your District Executive. See the map on the next page for contact information.

Cub Daycamp 2012

Passport to Adventure

2012 Camp Dates and Locations

Check with the camp director for any updates



1/8/2012

What is My Job as a Day Camp Pack Coordinator?

As Day Camp Pack Coordinator, you are the pack's main contact for information on Day Camp. Your job includes the following:

- Attend a Pack Coordinators Training (see your Camp Director or visit the council website daycamps.ocbsa.org for training dates by camp.)
- Answer pack parents' questions concerning day camp registration.
- Collect all day camp registration forms and payments from your pack.
- Verify that all required information, payments and forms are complete, accurate and turned in on time based on your camps time line.

It is very important that you take the time to make sure that forms complete and correct prior to turning them in. A few seconds looking at each form as it is given to you will save you and the camp director lots of time on the phone. Make sure that there is complete contact and emergency contact information. Make sure that the medical and shooting sports sections are filled out and **signed**. Double check that the payment amounts on the form reflect the amount that is being paid for each camper. For instance if the pack is contributing \$40 to a campers fees and the camper is paying \$90, the form should show \$130, the amount of the pack check attributed to that camper.

- Coordinate with your packs parents to ensure that **one adult for every four campers every day** is provided by your pack to comply with BSA requirements.
- Forward all completed forms and payments to your Camp Director, District Executive or the council office by the assigned deadlines. All units are encouraged to pay with one unit check.
- Some camps distribute T shirts through the pack coordinator.

More information will be provided at each camps pack coordinator training sessions.

A pack coordinator from each pack must attend one of the sessions.

Check with your Camp Director or go to daycamps.ocbsa.org for a schedule.

How do I sign up my Pack for Cub Scout Day Camp?

Signing up your packs Cub Scouts for Day Camp is easy! Just follow the steps below. You can contact your Camp Director or District Executive if you have any questions.

- Attend pack coordinator training. Obtain a pack coordinator packet from your camp director or district executive. Review the contents of the packet and make sure you have enough copies for your unit.
- Promote Day Camp at Pack meetings. Distribute registration forms to all interested cubs, adults and youth. There is a CD which has PDF version of the forms and some computer presentations. This is also available online at: <http://daycamps.ocbsa.org>
- Collect registration forms and payments for your pack. Complete the den rosters. Turn in completed forms and payments to your District Executive, Camp Director or the council office by your camps deadlines. Remember that the early turn in discount deadline is Scout-O-Rama.
- Notify all adult and youth volunteers of volunteer orientation and training dates. Attend volunteer orientation and training sessions.
- Follow up with adult volunteers to verify 1:4 ratio. Attend Day Camp and have fun!

We know that this can be a lot of work. As a small token of appreciation the pack coordinators get a ten dollar (\$10) discount for one camper. There is only one discount per pack. This requires a Camp Director or District Executive signature, so be sure to get in touch with them early.

A Few Things to Know

Adult Leadership: Your pack **must** provide at least one adult for every four Scouts attending Day Camp every day. It is strongly suggested that additional adults assist to provide two deep leadership. The adults are responsible for the pack youth each day at day camp. Additional adults from the pack are encouraged to volunteer to assist the dens.

Discipline: Discipline is the responsibility of the adult leaders attending camp with the den. Adult camp staff is available as a resource to assist with any discipline problems. Specific discipline policies will be discussed at camp training and orientation sessions.

Leave your pets at home: Camps abound with natural wildlife - birds, squirrels, bugs, tigers and bears and more. For this reason pets are not allowed at camp. No exceptions.

Off Limits: Be aware of off limit areas and other restrictions of the camp location.

Dens: Every effort is made to keep home dens together, but they may be split due to program constraints. Please indicate any preferred groupings on your den rosters. If you have specific questions or concerns regarding dens please contact your camp director.

Advancement Policy: There are several opportunities for advancement at Day Camp. A list of potential achievements will be available at Day Camp. Day Camp staff will not sign off books. It is the responsibility of the den leader or parent to determine if a Scout has earned an achievement.

Sibling Camp, Tot Lot: Most camps have a sibling camp for the younger siblings of campers so that their parents may lead their dens. **This is only available for siblings when their parents are at camp.** The cost is \$5 per day or \$20 for the whole week per child. This provides a T-shirt and age appropriate activities for children from three to ten. To attend sibling camp a child must be at least three years old and potty trained. A parent or guardian must be in camp at all times. Siblings **may not** accompany parent volunteers to the program areas.

Additional camp specific information will be discussed at volunteer orientations

Refund Policy

Planning and purchasing for a camp takes place long before camp begins and is based on your registration for camp. All request for refunds must be done in writing and made through your District Executive. Refunds will be subject to a \$50 cancellation fee.

Up to three weeks prior to camp: a refund is available of all fees paid less \$50 per camper.

Withing three weeks of camp: refunds, less \$50 per camper, are only available should the camper in question find himself in one of the these circumstances:

- His family moves out of the council;
- There is a death or serious illness in his immediate family requiring his attendance;
- He becomes ill and is unable to attend the entire week of camp with a doctors note.

All refund requests must be in writing. Up to three weeks prior to camp requests may be sent to the Orange County Council office. Within three weeks of camp please make refund requests through the District Executive, listing the reason the camper is unable to attend. Refund requests will be measured against the refund policy and granted accordingly. Refunds will be mailed to the Unit Committee Chair by the second week in September and may be combined with other fees owed or due and any outstanding debts to the council.