

# WEBELOS RESIDENT CAMP USER'S GUIDE

Summer 2012

July 30<sup>th</sup>-August 3rd



# WEBELOS RESIDENT CAMP USER'S GUIDE

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# WEBELOS RESIDENT CAMP USER'S GUIDE

## Welcome

### Welcome to Webelos Resident Camp 2012 - "Mysterious Treasurers of Parrot Cove".

It is our mission to provide your Webelos with the opportunity to learn and practice new skills, make new friends, gain confidence in the outdoors, and better prepare him for his journey through the Webelos Program as he makes his way to Arrow of Light, and to continue into Boy Scouts and the Trail to Eagle Scout.

We have spent many months creating this program and our staff has trained many hours in preparation for your boys' arrival at camp. When your boys arrive, our camp will have already served hundreds of Boy Scouts throughout the summer. However Webelos Resident Camp (WRC) is something that our staff looks forward to all summer long. You can be assured that they will be ready to go when your child walks into camp!

The goals and purposes of Webelos Resident Camp are:

1. Become familiar with and comfortable in the natural surrounding at Bayport.
2. To learn and use new Scouting skills.
3. Participate in long term camping.
4. Participate in a camp-wide campfire program.
5. Preview some of the Boy Scout activities at Bayport.
6. Have fun.

In addition to the above, we provide Webelos with the opportunity to earn achievement awards and sports belt loops that would be difficult to obtain without attending Webelos Resident Camp.

Our camp day begins at 7:00 am. and runs throughout the evening until lights out at 10:00 pm. We keep the boys very busy throughout the day and well into the evening, with the story and plot continually developing. The **ONLY** down time is the scheduled "siesta", which occurs after lunch. It is very important that the boys get into their tents and comply with lights out at 10:00 pm. so that they get the rest that they need each day.

We at Bayport like to have the Webelos partake in a full camp experience; our staff is trained to deal with all youth personalities. This allowing our adult leaders the opportunity to enjoy some well deserved down time. We invite you to the games in our scoutmasters' lounge. Take those online trainings you never had time for, Or just simply relax, read a book, or enjoy watching satellite television. Our staff will take care of the rest.

So welcome, relax, and enjoy your stay at Bayport Scout Reservation and Webelos Resident Camp.

Matt Vercher  
Bayport Camp Director

Colonial Virginia Council  
Boy Scouts of America

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Camp Fees, Payment Schedules, and Registration/Refund Policies,

### **Camp fees for the 2012 summer are as follows:**

\$210 per scout - regular fee to be paid in full by May 10, 2012.

\$170 per registered adult leader, or Den Chief, to be paid in full by May 10, 2012.

Each UNIT is allowed 1 free adult for the FIRST 8 registered Webelos Scouts. All other adult fees are \$170.00.

(NOTE: the ratio of adults to youth for residence camp is 2 deep for the first 8 youth and (1) additional adult per 5 boys) see chart:

Youth Attending	Number of required adults
1 - 8	2
9 - 13	3
14 - 18	4
19 - 23	5

Units who split a single adult spot between 2 people will be charged a \$30.00/day fee rather than the weekly adult fee. **(If your unit is splitting up an adult spot between 3 or more people, the fee will be \$40.00 per day per person regardless of arrival/departure time).**

**\*\*\*Reminder - ALL adults who plan to overnight at Bayport, must be registered through Doubleknot.\*\*\***

### **Payment Schedule:**

The 2012 Payment Schedule is as follows;

***Payment 1 @ \$75 due March 1, 2012***

***Payment 2 @ \$75 due April 5, 2012***

***Payment 3 @ \$60 due May 10, 2012***

**\*\*\*there will be a \$25.00 late fee applied if there is a balance due after May 10, 2012.\*\*\***

It is highly recommended that any adult attending camp be "registered". Any leader or adult attending camp must provide proof of Youth Protection Training by providing a copy of their signed "Youth Protection Card" or a copy of their on-line training certificate of completion. These copies must be provided at check-in. Each unit is required to have at least one BALOO trained leader in camp at all times. Copies of BALOO training cards will also be required at check-in.

### **Registration Information:**

Webelos registration will be done on the "Doubleknot" system. Each individual (youth and adult) will be typed in with all necessary information.

If a child is swapped out for another, please make sure double knot is updated. It is important that all information is accurate.

Units should be sure to keep copies of ALL receipts and bring them to camp in the event of any discrepancies. If Units make payment over the phone, it is the Unit's responsibility to make arrangements with the Council Office to obtain their copy of the register transaction. Credit card payments should NOT be requested via voice mail. Make sure that credit card payments are confirmed by obtaining the credit card validation number after your transaction has been completed.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Camp Fees, Payment Schedules, and Registration/Refund Policies

### **Refunds Policy:**

Occasionally incidents occur which preclude registered boys from attending Resident Camp. We ask units to work internally to try to fill vacated spots as they become available (remember to update Doubleknot). Refunds will only be given for the following reasons:

- 1) Mandatory attendance of summer school that runs concurrently with WRC. (Official letter must accompany "request for refund form")
- 2) A family relocates more than 150 miles from camp.
- 3) A death in the immediate family (mother/father/brother/sister/grandparents)
- 4) Illness or injury which precludes participation in camp activities (medical note required).

\*\*\*All Refunds are subject to a \$30.00 processing fee no matter the reason.\*\*\*

A Request for Refund must be submitted in writing, along with required verification, to the Council Office for approval. The request should include: Name of scout, Unit, Week scheduled to attend, Reason, and Address of initial payee. Refunded amounts will only be credited to whoever made the original payment(s). Monies that were passed through and paid by units will be refunded to those units in the form of credits at the Newport News Council Trading Post. Refunds will NOT be given to any scout who leaves camp due to homesickness or disciplinary action.

### **Camperships (Requests for Financial Aid):**

No scout should be denied the opportunity to attend summer camp due to family financial constraints. Colonial Virginia Council allows for camperships to be distributed on an as needed basis. Scout families may apply for a campership for Scouts only, provided that; 1) the Scout actively participated in a Council fundraiser, is an active participant in their Pack, and has parent(s)/guardians who are active in Scouting, 2) receives at least 25% of the full camp fee from their Pack or Chartered Org., and 3) can provide at least 25% of the full camp fee.

### **Provisional Scouts:**

Rappahannock Scout Camp offers a unique experience for those boys who are attending summer camp without his unit. The Provisional Scouts will be assigned to an existing pack that wants to accept them for the week. An \$85.00 deposit is required to reserve a space for each scout and full payment is REQUIRED three weeks prior to arrival at camp. The deposit should be paid to the Council Service Center once the boy decides to participate as a Provisional scout. Scouts who are participating should arrive at camp with their assigned pack on Sunday for check-in.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Camp Facilities & Equipment

### **About Bayport Scout Reservation:**

Bayport Scout Reservation is a 300 acre, riverfront camp that has new facilities that are designed to give Scouts and leaders a unique blend of rustic camping and modern conveniences. The reservation is the dream outdoor class room; 400 feet of sandy beach, a mill pond, pine groves, and hardwood areas, Bayport has something for everyone. The buildings and developed areas of camp provide 16 campsites, rifle, archery, and shotgun ranges, 3 central shower facilities each with individual shower and bathroom areas, chapel, several pavilions and a 365,000 gallon pool. The Birdsong Center is 16,000 square feet of air conditioned bliss in the center of camp that hosts our Quarterdeck (Administration Area), Northrop Grumman Galley (Dinning Hall), Sick Bay (Med Lodge), central bathrooms, Ship's Store and a Wi-Fi Captains lounge for our leaders. Bayport Scout reservation is located in Middlesex County, Virginia. It is located with in hours of Washington DC, Richmond, Williamsburg, Busch Gardens, Water Country, Jamestown, Yorktown, Virginia Beach. With all these wonderful sites Bayport can be the middle of a great scouting trip.

The rifle and archery ranges have been certified according to the Boy Scouts of America standards. The camp will furnish all firearms and ammunition based on appropriate Cub skill levels. Archery students will be provided with quality recurve bows. **(NO PERSONAL EQUIPMENT WILL BE ALLOWED AT BAYPORT)**

This reservation exists as a service to you and your unit. Please do not destroy or deface any equipment or trees. Unit will be billed for equipment or canvas that is damaged, destroyed, or lost. Canvas or mattress damage fees will be determined by the Camp Director and/or the Camp Ranger. These fees are due prior to your unit's departure from Bayport.

### **Quartermaster Area/Items:**

Tools and other items are available for checkout at the ships store during store operating ours. Items include shovels, rakes, trash bags, toilet paper, brooms, as well as cleaning items for the shower houses. Rope is NOT available for issue. Our Camp Commissioners' staff is prepared to help all units with any need that may arise during camp.

### **Uniform:**

Scouts should wear them while en route to and from camp per BSA guidelines. Since Resident Camp follows an in depth story line, all other times are at the unit's discretion. If brought to camp, they should not have any pins or belt loops attached as they can be easily lost and will not be replaced by camp. We discourage the Webelos on bringing Webelos neckerchiefs or Webelos hats to camp as they be lost or damaged.

### **Swim tests:**

Swim tests may be done prior to the arrival to camp by a BSA certified lifeguard. A list of campers and their swimming level should be faxed to Bayport (804-756-5130), one week prior to arrival. Also include a copy of the lifeguards' card.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Camp Policies:

### **Security:**

For the protection of all campers registered at Bayport Scout Reservation, the following procedures will be strictly followed:

### **Strangers:**

All registered Scouts, adult leaders, and camp staff while on the camp property (from Unit check-in through Unit checkout) will be required to wear a participant identifier. Staff members will immediately report to the Camp Directors or Program Directors anyone they do not recognize or whose presence in camp is in question. Participants who notice an unfamiliar person in camp should notify a staff member immediately. Only the Camp Director or Camp Ranger can ask someone to leave the camp property.

### **Visitors:**

All visitors must register in the Admin office at the Birdsong Center. The Camp Clerk will contact the acting cub master for the week to announce their arrival. The cub master in turn will be asked to come to the Admin Office to greet the visitors. If the acting cub master plans to escort the visitor(s) in camp, they will be issued an "identifying tag" issued by the Camp Clerk or Admin Office.

### **Late Arrivals, Mid-Week Arrivals & Departures:**

All campers, youth and adults, who arrive later than the unit, must check in at the Admin Office. At any time during the week if an adult (or youth) has to leave camp for any reason, they must go to the Admin Office and sign the log book when departing and returning. This includes Leaders/Parents who are sharing an adult spot. If you are a late arrival (swapping leader/parent), you MUST report to the Admin Office prior to joining up with your unit.

### **Early Release:**

If a Scout is to be released early from camp FOR ANY REASON, an Early Release form ***MUST*** be completed ***PRIOR TO ARRIVING AT CAMP BY THE PARENT OR GUARDIAN, SIGNED, and turned in at time of unit check-in.*** a unit leader must escort the youth to the admin office and verify the person checking out the scout is the legal parent or guardian, or an authorized individual as identified on the release form. The individual picking up the scout must bring personal identification.

### **Mail:**

Campers especially enjoy receiving mail while at camp. Please encourage parents and scouts to write Letters (NOT send packages). Mail will be delivered to the camp each regular postal day (Monday to Friday), except holidays. Mail will be sorted and deposited in site mail boxes located in Admin. Mail may only be picked up by an adult leader after 3 p.m. To ensure delivery while scouts are still at camp, it is recommended that families send mail with their cub leader. The cub leader may turn the stack over to us at check in. We will sort the mail by day. To help us sort mail easier, please identify the youth name and unit number on the front and on the back of the envelope which day of the week the scout should receive the mail. We do, however, discourage packages of goodies sent to the scouts. When the boys receive these packages, they tend to bring the goodies into their tent which in turn invites those unwanted 4 legged visitors. If your scout plans to write home have them bring paper/pen and a self addresses stamped envelope with them to Bayport. If you choose to still send via US mail please allow extra delivery time and make sure all unit information is on the envelope.

send to: Bayport Scout Reservation  
C/O (Scout's Name) - (Pack #)  
130 Scout Trail  
Jamaica, VA 23079

Scouts may deposit outgoing mail in Admin for delivery to the post office.

Colonial Virginia Council  
Boy Scouts of America

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Camp Policies (Continued)

### Dining Hall:

Tables will be assigned. The Head Dining Hall Stewart will work with incoming units during the check-in process.

It is requested that one adult be present at each table during the evening meal. Adult leaders are responsible for the conduct, manners, and general supervision of the boys at that table.

Throwing of food or non-food items in the dining hall is NOT permitted at any time. PLEASE NO RUNNING IN THE DINING HALL!! Table waiters will be utilized during each meal and should report to the dining hall 10 minutes before the scheduled mealtime. The number of necessary table waiters will be relayed to unit leaders as part of the check in process.

It is the responsibility of each waiter to:

- Set each place with appropriate utensils.
- Set each place with a cup.
- 1 each Napkin holders and salt & pepper shakers should be on the center of each table.
- Locate the pitchers, fill with water, and fill each cup. Refill pitchers with water. After ALL water has been consumed, only the table waiters may refill pitchers with either bug juice or water.
- After the meal is complete and the Dining Hall Stewart has dismissed everyone, Table waiters are to scrape all remaining food onto one or two plates and dump food into trash containers located throughout the dining hall.
- All remaining liquids are to be poured into the small sink located next to the juice machine.
- Sort all utensils and deposit them into their appropriate soak bins located near the pass through window.
- Dirty water pitchers (and cereal bowls from breakfast) go into the appropriate receptacle.
- With the help of the dishwasher, place all dirty dishes into the racks at the pass through window. Do NOT leave stacks of dirty dishes on the window ledge.
- Place empty cups upside-down into the cup racks located near the pass through window. Do NOT leave stacks of dirty cups on the window ledge.
- Using the cleaning solution available, thoroughly wipe down table tops and edges, and chairs. Stack chairs on top of tables at dinner only.
- Sweep or dry mop under and around tables, and deposit all debris into the trash. Return brooms and mops to their closets, which are located at either end of the dining hall.

Only table waiters may refill drink pitchers during evening meal. Please ask all boys to remain seated throughout evening meal unless they are a table waiter. All other rules apply.

Each unit must wait for the approval of the Dining Hall Stewart prior to leaving the dining hall.

Adult leaders will be asked to help serve meals and act as "Cup Masters" in assisting with the loading of soiled cups into the dishwasher racks. A sign-up sheet will be located in the dining hall to help coordinate these jobs. Other than this time, **only staff** may enter the kitchen.

For food allergies especially Gluten, please contact camp 2 weeks prior to the arrival at camp.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Camp Policies (Continued)

### **Ship's Store:**

The Ship's Store is located in the Birdsong Center and is maintained as a service to the campers. It is stocked with a selection of scout items, souvenirs, craft materials, and refreshments. Please encourage your scouts and parents to bring spending money to enjoy our Ships store services.

### **ICE:**

Ice is for sale in the ships store during normal open hours. Due to the size of the ice machine at Bayport **NO** ice will be given to the scouts or leaders. This includes ice for water bottles, or large mugs.

### **Phone:**

In the event of an emergency the camp phone number is (804) 758-5140. The fax number at camp is (804) 758-5130. This phone is for camp business and emergencies. ***Please refrain from sending your scout to camp with a cell phone.***

### **Vespers Service:**

The chapel is available for group or buddy use at all times. A camp-wide vespers service is scheduled during your stay at camp. All scouts will be expected to attend.

### **Lost & Found:**

Lost and found will be maintained in two places - inside the Admin Building - for bottles, books, etc. and at the Pool – for towels, and pool items. Please stop by on your way out to make sure that you don't leave any items behind. We do not mail items home.

### **Non-Discriminatory Statement:**

Rules for acceptance and participation in all sessions of this camp are the same for everyone without regard to race, color, creed, national origin, sex, or disability.

### **Alcoholic Beverages, Illegal Drug Use, and Tobacco Use:**

No alcoholic beverages or illegal or harmful drugs are allowed in camp. Anyone failing to comply will be immediately dismissed from camp. Furthermore, unit leaders must not permit any Scout to use tobacco nor should leaders smoke in the presence of the youth. **NO TOBACCO USE IS ALLOWED IN ANY BUILDING OR PROGRAM AREA.** Smoking may be done only in the designated area located by the water tower. Please do not smoke behind the birdsong building or in any parking lot.

### **Pets:**

BSA safety regulations ***DO NOT*** permit Scouts or their families to bring any pet to Bayport at any time. This includes the first day during check in and the last day of camp when family members are invited to have lunch and watch the camp story finale.

### **Fireworks:**

Any individual (Scout or Adult) found to have or have had fireworks in his (or her) possession in camp will be dismissed from Bayport immediately.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Health & Safety

### **Insurance:**

All units must present a copy of their approved Tour Plan upon arrival to camp. Units from the Colonial Virginia Council are covered by a Council accident policy. This policy takes effect only after the participants own insurance coverage is applied first. **Out-of-Council units must provide proof of Insurance.** HOV council does not require insurance due to Bayport's location.

### **Buddy System:**

All Units will be required to use the buddy system. Unit leaders should keep up with the location of your scouts. During the evening programs, all units must attend camp functions with adult supervision. There should be no scouts left in campsites at any time without adult supervision.

### **Shoes:**

In order to prevent foot injuries, all youth in camp (*including visitors*) must wear **sneakers or boots** at all times throughout camp. Pool shoes may ONLY be worn on the pool deck and in the shower. When walking between the campsite and the pool, or to and from the shower house sneakers or boots MUST be worn.

### **Leaders:**

Each campsite must maintain two-deep leadership at all times. One BALOO trained leader for each unit of least 21 years of age must be in camp AT ALL TIMES; the other must be at least 18 years old. All leaders/adults in camp MUST hold a current Youth Protection certification. If there is a substitution of the BALOO trained unit leader, then the departing leader has to wait for the substituting leader to arrive.

### **Lanterns, Candles, & Stoves:**

The liquid fuel policy for camp is the same as outlined in BSA camping policies. Liquid fuel is approved for adult use in camp, but the fuel must be stored with the camp Quartermaster. All flames are forbidden under canvas. NO OPEN FLAMES IN TENTS.

### **Valuables:**

Unfortunately, even in Scout camp, losses occur. For self-protection, valuables that are merely creature comforts (cell phones, iPods, radios, tape/CD players, computers, and other expensive personal items) should be left at home. All personal items are the sole responsibility of the individual and not of Bayport Scout Reservation.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Health & Safety (Continued)

### **Fatigue:**

One of the greatest dangers to a successful camp experience is fatigue. We expect each leader to insist that his Scouts get plenty of rest and that all observe taps and reveille hours by being quiet in the campsite. Scouts are expected to be in their sites resting quietly during the afternoon siesta.

### **Sheath Knives:**

Sheath knives are not allowed at Bayport Scout Reservation. Also, no other knives (except for kitchen knives) with blades longer than 3-1/2 inches are allowed.

### **Heat & Water:**

Summers at camp will get very hot. All Scouts will be encouraged to drink plenty of water (NOT SODA) during hot weather. The unit should provide a water cooler at their designated site. Prior to the beginning of each meal, Scouts will be required to drink water that has been placed on his table. This way, leaders can ensure that each boy is drinking some water throughout his day. Water coolers will also be available at each Program Area. Each Scout should bring his own water bottle, or canteen to camp, along with a way to secure it to himself for use throughout the day.

### **Riding in Trucks:**

There will be no riding in the back of pickup trucks in camp at any time. This applies to adults and youth.

### **Vehicles in Camp:**

Only one unit vehicle at a time will be permitted to haul equipment to the sub-camp trailer parking to unload and load, and this will be accomplished only during the check-in and check-out times of each camp session. No private vehicles are allowed to move in the campsite areas during the camp sessions. All vehicles must be parked in the designated parking area. The speed limit on the main camp road is 12 mph.

### **Food in Camp:**

As part of the scouting experience, scouts are introduced to eat a variety of foods, which might not necessarily be the same as something they would receive at home. Our Camp Kitchen staff prepares food that is both good tasting and nutritious. There are some occasions where what is on the menu may not be favored by every boy, so to offset this we offer a salad bar, and peanut butter and jelly stations for lunch and dinner and a cold cereal station for breakfast.

We discourage the units from bringing outside food into camp. This will also help keep the wildlife, (skunks, raccoons, etc.) out of the campsite areas specifically the tents. For this we request that the following rules be strictly adhered to:

- No food (including items bought from the Trading Post) is allowed in the tents.
- No food, snacks, or candy allowed in any Program Areas.
- No food items, other than those served as part of the meal, allowed in the Dining Hall.
- Cooking within a campsite will only be allowed as part of the Resident Camp Program.
- No food may be removed from the Dining Hall for consumption in camp, unless it is part of the Resident Camp Program.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Medical Information

### **Medical Forms & Physical Examinations:**

ALL campers, both youth and adult, **MUST** bring an appropriate and complete BSA Annual Health and Medical Record when they check in to camp. This medical form will be turned into the Camp Medical Officer for your stay and will be returned to the unit during checkout. **If there is no medical form on the property, the scout will not be able to participate in any camp events, this means swimming, activities, etc.**

*Part A* - To be completed by parent/guardian in full - this includes the lower portion of the form that indicates medications to be taken while at camp. This includes *over the counter* and *prescription* medications. **If it is NOT on the form, we cannot administer.** **ALL** medications must be in their **original containers** and have the patients name and correct dosing information contained thereon. All medications must be presented to the Medical Officer or his/her representative at check-in; NO EXCEPTIONS. Adults will be allowed to keep certain medications for their use at the discretion of the Camp Medical Officer. Under no circumstances will "controlled medications" be allowed in camp.

Part B - This section must be completed and signed by the primary medical provider, certified and licensed in the state for which they are practicing. **No scout or adult will be allowed to participate in ANY activity (including the swim test) until Part B is signed and received in camp.** A copy of an alternate physical exam even though it may contain the same information, may NOT be used in lieu of Part B (per National BSA Risk Management).

Part C - This section must be signed by the parent/guardian of all youth (under 18 years), as well as by any adult, attending camp. **No one will participate in ANY activity until these signatures are obtained.**

**If you are a part time leader, and at camp less than 72 hours, you STILL need to have Part A on file.**

All medical forms and medications will be returned to the unit leader at the end of camp.

### **Medication in Camp:**

All medications being brought into camp **must** be on the *Part A* of the BSA medical form, and be in their original dispensed container. *Upon check in each unit will be asked if they want to keep and dispense any medications, all medications, or no medications.*

If the unit chooses to dispense their own meds, the meds **must** be kept in a locked box at ALL times. In the event that a camper has a medication that has to be refrigerated, all of that campers meds will be dispensed by the medics.

### **Health Lodge & Emergency Medial Treatment:**

The Health Lodge is staffed 24 hours/day. Camp employs a fully trained EMT who remains on the premises 24 hours/day. BSR has an agreement with Riverside/Tappahannock Hospital.

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## Emergency Procedures

### **Fire or Disaster:**

Report a fire to the camp office or staff member.

- The office will contact the fire department and sound the fire siren consisting of 3 short blasts.
- When the siren sounds, all campers, leaders, **EVERYONE** report to the flagpole in front of the Dining Hall for roll call and to receive instructions.
- The unit leader should prepare to evacuate his Scouts. Campers should be fully clothed and wearing shoes.
- If the fire can be seen close to your campsite, move to the main camp road by the safest route.
- After the event has been resolved; the "all-clear" signal will be given.

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

As soon as it is suspected that a person is missing report the incident to the Camp Director. Upon notification, the Camp Director or his representative will:

- check the sign-in/sign-out roster.
- send a runner to the person's campsite to alert the Pack leadership and check ALL tents.
- ensure a staff member remains in the campsite in case he returns.

Staff personnel will:

- search all public areas and check all campsites.

The Aquatics Director and staff will:

- inspect all aquatic areas.

If the individual has not yet been found, the Camp Director will call his home. If the individual is not at home, the Camp Director will:

- contact local authorities
- sound the siren
- take a unit-by-unit roll call
- organize a lost person search with the local authorities
- contact the Scout Executive or his representative

### **Fatal or Serious Accidents:**

In the event of a serious or fatal accident, the following procedures shall apply.

- The person in charge of the scene will notify the Health Lodge and Camp Director via a runner or staff member.
- The camp Director will notify the local rescue squad.
- The Camp Director will notify the Scout Executive and Parents.
- All Program Areas will continue normal activities.
- The Camp Director will gather all facts and complete the BSA accident forms.

Only the Scout Executive or his representative will respond to questions by the media or other authorities.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Discipline & Standards of Conduct

ALL Scouts camping at Bayport will live up to the principles and values of the Scout Oath and Law. Please share the following with your Unit.

- Colonial Virginia Council follows the Youth Protection Guidelines and the Guide to Safe Scouting. As volunteers and staff, we are responsible for keeping our Scouting environment free from harassment and abuse, whether physical, verbal, or mental.
- The Scout Oath and Law are the code of behavior. They are all that are needed, and unit leadership is responsible for enforcing these rules and disciplining those Scouts that break them.
- In the case of intra-unit conflicts or problems, the unit leadership of the Scouts involved is responsible for disciplining each of the Scouts.
- Camp administration (including the Camp Director) is available and prepared to assist in establishing communications in the event of inter-unit problems.
- Camp administration encourages unit leadership to send any Scout home immediately that violates the Scout Oath and Law. The administration reserves the right to take that action themselves if necessary, including sending the entire unit home within 24 hours.
- Hazing, midnight raids, tent dropping, or any other destructive activities are not allowed at any time at Bayport Scout Reservation.
- Unless otherwise notified, nightly curfew of 10:00 pm. will be strictly enforced for ALL SCOUTS. Scouts are required to be in their bunks by 10:00 pm.

The Camp Director reserves the right to take any action to ensure the well being of the Scouts.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Top 10 Resident Camp Issues (Not in any particular order)

1. Med forms (must be the new version) are incomplete or are **not** signed by Parent or Guardian or Physician.
2. Wrong type shoes; no shoes; brand new shoes.  
(Remember NO crocks, NO sandals, and NO open top, open side, open toe, or open back)
3. No water bottle (remember everyone needs a water bottle to prevent possible dehydration)
4. Not enough dry socks
5. Leaders forget their travel coffee mugs (for use in getting coffee in the dining hall in the morning).
6. Lack of foul weather gear; cheap poncho, no poncho, no rain jacket (remember the rain gear)
7. Medications for boys not listed on PART A of the BSA Med form (including non-prescription drugs)
8. ANY and ALL medications **NOT** in original container, or out of date (they must be in the dispensed Container, and the prescription must not be expired)
9. Correctly completed Tour Plan- Number of boys/adults, signatures, council approval, etc.
10. Personal items not marked, or brought unnecessary items to camp.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## How to Get to Bayport

### **From Points North:**

From US Interstate 95S in Fredericksburg Exit 126 on to US-1/US-17S toward Massaponax. Follow US-17S for 66 miles. Turn left on to Canoe House Rd (Rt. 605). Follow Canoe House Rd 3.5 miles, making a left at every fork in the road. Canoe House Rd. will change to Bayport Rd. (Rt 604). You will go down a winding hill and over a small bridge. After the bridge make a left into the camp property. Continue straight until you reach the Welcome Center.

### **From Points West:**

Take US-33E through West Point. Follow US-33E until it intersects with US-17N. Turn left on to US-17N. You will see the Virginia Motor Speedway on the left. 0.8 miles past the speedway you will see Canoe House Rd. (Rt. 605) and a Bayport Scout Reservation billboard. Make a right on Canoe House Rd. Follow Canoe House Rd 3.5 miles, making a left at every fork in the road. Canoe House Rd. will change to Bayport Rd. (Rt 604). You will go down a winding hill and over a small bridge. After the bridge make a left into the camp property. Continue straight until you reach the Welcome Center.

### **From Points South:**

Get on to US-17N/J. Clyde Morris Boulevard (in Newport News). Continue to follow US-17N passing through York County, over the Coleman Bridge (\$2.00 toll) and through Gloucester County. You will see the Virginia Motor Speedway on the left. 0.8 miles past the speedway you will see Canoe House Rd. (Rt. 605) and a Bayport Scout Reservation billboard. Make a right on Canoe House Rd. Follow Canoe House Rd 3.5 miles, making a left at every fork in the road. Canoe House Rd. will change to Bayport Rd. (Rt 604). You will go down a winding hill and over a small bridge. After the bridge make a left into the camp property. Continue straight until you reach the Welcome Center.

## Friday Activities

### **Friday Lunch:**

On Friday, as we celebrate the end of a terrific week, we invite the parents/guardians to join us for lunch. There is a cost of \$8.00 per person and prior reservation is required. It is important that everyone respects our arrival time. The youth will still be doing camp activities and the leaders are busy packing. Our arrival time is NOT BEFORE 11:30 a.m. We ask that when (ALL) visitors come, they wear sneakers (no sandals or flip flops). Leaders, we will collect the fees at check in as well as get a count, so check with your parents.

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Check-in Information

CHECK-IN: STARTING AT 1:30 pm. ON SUNDAY

Scouts should arrive at camp as a unit. Please carpool and do not have each scout arrive separately. Due to the one lane bridge on camp it will be impossible for a parent to leave camp while everyone is arriving. When all scouts in the unit arrive at the same time, the check-in process is much easier and faster.

1) **Scouts should travel to camp in their Field Uniform (Class "A" uniform).** The first thing is the swim check. Please instruct boys to wear their swimsuit under their uniform pants.

2) Make sure your walking leaders have all Medical Forms

3) All of the unit's gear should be packed into one vehicle and/or a troop or utility trailer if unit has access to one. Otherwise only one vehicle at a time per unit will be allowed to enter trailer parking area. If more than one vehicle is loaded with gear, please combine the gear upon arrival at Bayport to minimize traffic in the campsite areas.

4) Vehicles will be greeted on the road as they enter the camp. All vehicles will be directed to the parking lot. Staff members in the parking lot will direct these vehicles where to park. Camp speed limit is 12 mph.

5) Camp commissioners and pack guides will meet the unit.

6) **The acting cub master (or his/her designee) will be directed to the Birdsong Center building to complete the unit's paperwork. They should have with them receipts, checkbook, roster, campership award letter, tour plan, proof of insurance, Early Release forms, Visitors lunch fee for Friday, and any other info we should know to make your stay with us the best possible. The cub master should leave the unit's medical forms with his other adult leaders so they can checkin at medical.**

7) The staff guide, who will be your liaison between your unit and the camp management, will begin the camp tour. He will make the following stops before going to the campsite:

- (a) Medical re-checks
- (b) Dining Hall
- (c) Trading Post and Quartermaster (This is not a time for youth to purchase items.)
- (d) Flag pole
- (e) Health Lodge
- (f) Pool (if needed)

8) Fees and count of visitors for Friday lunch.

NOTE: The cub master should be able to catch up with the unit quickly after completing his paperwork

. **\*\*\*\*A leader must be with the boys at all times during the check-in and tour process.\*\*\*\***

# WEBELOS RESIDENT CAMP USER'S GUIDE

## RECOMMENDED EQUIPMENT LISTS

**All equipment must be carried from the trailer parking area to campsite.  
Only one vehicle per pack will be allowed in to the trailer parking area at a time for unloading.**

### Individual Scout Equipment

- \_\_\_\_\_ Class A shirt only (no pins or extras)
- \_\_\_\_\_ Boots or sneakers
- \_\_\_\_\_ Underwear (6 pairs)
- \_\_\_\_\_ Extra Clothing (t-shirts/shorts/pants)
- \_\_\_\_\_ *Cap or hat (non Webelos)*
- \_\_\_\_\_ Socks (6 or more pairs)
- \_\_\_\_\_ Jacket
- \_\_\_\_\_ Swim trunks
- \_\_\_\_\_ *Rain Gear*
- \_\_\_\_\_ *Flashlight w/extra batteries*
- \_\_\_\_\_ Sleeping bag or 2 sheets and blanket
- \_\_\_\_\_ Mattress cover if desired
- \_\_\_\_\_ Pack, footlocker or utility bin for gear storage
- \_\_\_\_\_ Pen/Pencils and paper
- \_\_\_\_\_ Self-addressed stamped envelope(s)
- \_\_\_\_\_ Completed medical form
- \_\_\_\_\_ Spending money (\$50.00)
- \_\_\_\_\_ Hand Towel
- \_\_\_\_\_ Bath Towel
- \_\_\_\_\_ Wash Cloth
- \_\_\_\_\_ Soap
- \_\_\_\_\_ Toothbrush
- \_\_\_\_\_ Toothpaste
- \_\_\_\_\_ Brush or Comb
- \_\_\_\_\_ Daypack
- \_\_\_\_\_ Canteen or Water Bottle
- \_\_\_\_\_ Compass (2<sup>nd</sup> yr Webelos)

### Optional Gear

- \_\_\_\_\_ *Mosquito netting*
- \_\_\_\_\_ Camera and Film
- \_\_\_\_\_ *Bug repellent*
- \_\_\_\_\_ *Sunscreen*
- \_\_\_\_\_ Pillow
- \_\_\_\_\_ Bible or Prayer book
- \_\_\_\_\_ Camp Chair

### Pack Equipment

- \_\_\_\_\_ 100 ft. Rope
- \_\_\_\_\_ US/Pack/Patrol Flag
- \_\_\_\_\_ Camping and project materials
- \_\_\_\_\_ Propane lanterns
- \_\_\_\_\_ Table top Lantern
- \_\_\_\_\_ Props for skits
- \_\_\_\_\_ Thumbtacks
- \_\_\_\_\_ Troop first aid kit
- \_\_\_\_\_ Water cooler for site (optional)

### Cub master Special Needs

- \_\_\_\_\_ Pens/Pencils and paper
- \_\_\_\_\_ Alarm Clock
- \_\_\_\_\_ Skit or Song Book
- \_\_\_\_\_ All Pack paper work (Tour plan, Medical Forms, Early Release Forms, Payment receipts, Proof of insurance Council provided, Friday lunch monies)

*Italics marks items carried in our Ship's Store.*

# WEBELOS RESIDENT CAMP USER'S GUIDE

Campership Application Form  
(Request for Financial Aid for Webelos Only)

Name of Webelos Scout: \_\_\_\_\_ Unit Info: \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_

Reason for Campership Request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please complete the following Camp Tuition Plan: \_\_\_\_\_

Cost of Camp: \$ \_\_\_\_\_ Amount Scout Plans to Contribute: \$ \_\_\_\_\_

Chartered Org/Unit Contribution: \$ \_\_\_\_\_ Amount of Request: \$ \_\_\_\_\_

Please indicate Unit involvement with fundraisers: \_\_\_\_\_

\_\_\_\_\_

• Popcorn Sales \$ \_\_\_\_\_ • Other Unit Fund Raisers \$ \_\_\_\_\_

Signature of Unit Leader: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Committee Chairperson: \_\_\_\_\_ Date: \_\_\_\_\_

This request must be received at the Colonial Virginia Council Service Center by 29 March 2011.  
Please mail to:

**Colonial Virginia Council, Boy Scouts of America**  
**Attn: Dave Chapman**  
**11721 Jefferson Avenue**  
**Newport News, VA 23606**

For more information, please contact Dave Chapman @ (757) 595-3356

# WEBELOS RESIDENT CAMP USER'S GUIDE

## Scout Early Release Request:

Any parent or guardian desiring to pick up their son from camp prior to the Unit's departure must have **this** form filled out and on file with the registration paperwork upon check-in.

Name of Webelos Scout: \_\_\_\_\_ Unit: \_\_\_\_\_

Home Address: \_\_\_\_\_

Date of Departure: \_\_\_\_\_ Approximate Time: \_\_\_\_\_

Person Picking Up Scout: \_\_\_\_\_ Relation: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_

In signing this request, Boy Scout's of America, the Colonial Virginia Council, The Scout Reservation at Bayport Staff, and all associated Unit Leaders or their representatives will not be liable for any loss of injury to the above named Webelos Scout or his possessions. It is understood that should the above named Scout leave camp early, all of his personal items must be carried out of camp, or must remain in camp until the last day, at which time, a unit vehicle will be allowed into camp for their removal. Any Scout leaving camp prior to the end of the session is not eligible fore reimbursement of any camp fees.

Parent's or Guardian's Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone Number: \_\_\_\_\_ Evening Phone Number \_\_\_\_\_

When arriving at Bayport, please come into the camp Admin. Office. We in turn will notify the unit leader of your arrival. The unit leader will bring the Webelos and his gear to the office for release. Before the Webelos leave camp, he must checkout with the Unit Leader and the Camp or Program Director. This document will remain in the Administration Building with the Unit paperwork.

Unit Leader's Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Unit Leader's Signature: \_\_\_\_\_ Time: \_\_\_\_\_

Camp/Program Director's Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Camp/Program Director's Signature: \_\_\_\_\_ Time: \_\_\_\_\_

# Bayport Scout Reservation

## Pre-Camp Leaders Meeting Saturday, April 14, 2012 RSVP Form

**\*\*Only RSVP with form if planning to attend\*\***

Name: \_\_\_\_\_ Pack #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Total Number Attending (Including self): \_\_\_\_\_

**Return Form by April 9th, 2011 To:**

David Chapman  
Bayport Scout Reservation  
130 Scout Trail  
Jamaica, VA 23079  
-Or-  
Fax to 804-758-5130