

Western Massachusetts Council Cub Scout Day Camps *“BENEATH THE SEA”* Family Guide 2019



A Nationally Accredited Day Camp

This camp must comply with regulations of the Boy Scouts of America National Camp Accreditation Program, Massachusetts Department of Public Health, and be licensed by the local boards of health.

Western Massachusetts Council
www.wmascouting.org
(413) 594-9196 (Westfield Office)
(413) 684-3542 (Pittsfield Office)

Welcome to Western Massachusetts Council's Day Camps!

Whether this is your Scout's first visit or a seasoned veteran of the Day Camp experience, your Scout is sure to have an exciting adventure this summer! Day Camp is a week filled with a variety of exciting activities including shooting sports, nature, crafts, sports & games, and Scouting skills of all kinds!

Our primary goals for the Day Camp experience are:

- To make sure Scouts have FUN! This is our most important objective!
- To promote Scouting and Scout spirit in all our activities.
- To provide a safe, fun, and memorable learning experience for the Scouts that allows lasting development of Scouting's Core Values and personal achievements.

To ensure that our camps provide the best program possible, each of our Day Camps is staffed with volunteer adult and youth leaders who are trained for their program areas. Our Camp Director and Program Director lead this volunteer team and are additionally certified by the Boy Scouts of America's National Camping School and all staff is Youth Protection Trained. Health and Safety services are led by an onsite licensed Health Officer and supported by a Health Care Consultant, who is a licensed pediatric physician. All our camps are inspected by local health and safety officers, as well as receive accreditation by the Boy Scouts of America National Camp Accreditation Program.

This guide will provide you with information you need to understand what the Day Camp program is all about and provide links to all paperwork necessary to register for and attend any of the Western Massachusetts Cub Scout Day Camps. You may also request copies of background check, health care, and discipline policies, as well as procedures for filing grievances.

If you have questions about individual camps, please contact the camp director listed in this guide.

We look forward to seeing you this summer!

2019 Council Camps and Directors

The Western Massachusetts Council is pleased to plan three Day Camps this year!

Camp Director: Greg Williams

413-297-4963

greg.allen.williams@gmail.com

Program Director: TBA

Health Officer: Jason Dorval

413-478-6722

jasonkdorval@gmail.com

Week 1 Day Camp: July 8-12, St. Helena's Episcopal Chapel, 245 New Lenox Rd, Lenox

Week 2 Day Camp: July 15-19, Chicopee Sportsmen's Club, 381 Bachelor St, Granby

Week 3 Day Camp: July 22-26, First Baptist Church, 50 Parker St, East Longmeadow

(All weeks are subject to cancellation based on youth and adult registrations as of 05/15/19)

What do we do at Day Camp?

Ceremonies: The entire camp community comes together at least twice a day for a meaningful Scout and/or patriotic opening and closing, and occasionally for special guest presenters, etc. These camp wide ceremonies are opportunities for setting the scene for the theme and program for the day, promoting and fostering citizenship through flag ceremonies, meeting participants' spiritual needs through prayer and reflection, making shared announcements and presentations, making special recognitions to campers and staff, and incorporating Scout Spirit through skits, songs, and run-ons.

Advancement/Awards: This five-day camp is designed to bring the camping experience to our youngest Scouts and is not focused on advancement completions. Our goal is to ensure that Scouts have fun during all programs and activities at camp. At the same time, campers will likely complete a variety of rank advancement, elective, and special award requirements during their time at camp.

Shooting Sports: Day camp offers a unique opportunity that Cub Scouts can only get at a District/Council event, day camp being one of them. Depending upon the camp program, Cubs will learn safety, parts, and use of archery equipment, slingshots, and BB guns and/or pellet guns as well as the opportunity to master their skills. This program is implemented according to the standards set forth by the Boy Scouts of America National Shooting Sports by Shooting Sports certified staff.

Scoutcraft: Activities for this program area include skills generally related to camping, outdoor cooking, and basic wilderness survival, such as tying knots, tent building, or map and compass. The skills boys learn in Scouting last a lifetime.

Sports and Games: Scout games and sports provides a time for Scout to be active and focus on physically strong, mentally awake, and morally straight. Games are lessons without teachers, body builders, mind stretchers, friend makers, building blocks, and most of all games are fun. Through games, a Scout learns new skills, develops new interests, learns to follow the rules, learns fair play, learns to wait his turn, and is taught respect for the rights of others. Scouting is a game with a purpose!



Handicraft: Allows the Scouts to creatively express themselves in all manners of art.

Nature/Science: The outdoors holds a great opportunity to investigate the world around us. Campers are taught how to identify and avoid natural hazards like ticks and poison ivy.

Den Time: Allows for the group of Scouts to develop team building songs or skits and to rally the spirit of Scouting for morning and afternoon camp wide meetings.

Rainy Days: Sometimes "liquid sunshine" interferes with our camp, but as Boy Scout's we are prepared and have a backup plan for fun without the sun!

**All this and more are waiting for your Scout at this year's
Cub Scout Day Camps!**

Camp Hours

A Typical Day Camp Schedule might be

8:30 am – 8:45 am	Arrival
8:45 am – 9:00 am	Opening Ceremony
9:00 am – Noon	Activity Sessions
12:00 pm – 1:00 pm	Meal
1:00 pm – 3:30 pm	Activity Sessions
3:00 pm – 3:15 pm	Closing Ceremony
3:15 pm – 3:30 pm	Departure

**** These times are just given as an example; please refer to your specific camp for actual times and activities at your camp.**

Registration and Forms

Registration and all necessary forms can be found at:

<https://www.wmascouting.org>

Direct Links are provided in [BLUE](#)

- Registration:** Please register all Campers and Volunteers online through the Council Website. Click here: [2019 Summer Day Camps](#). This will take you to the Day Camp Website with links to each week's program. Registration links are included there. Payment can be made either online or at the Westfield or Pittsfield Scout Offices. (Sibling and multi-week discounts will be applied online by the Camp Director after you register. Staff Volunteer fee reimbursements will be made in September.)
- Medical Forms:** All Camp Youth and Adults are required to complete a BSA Annual Health & Medical Record form (only parts A & B are required for Day Camp). You must also include a copy of the front and back of your insurance card, as requested on the form. This available on the Council Website, or click here: [Medical Forms](#).

In addition, Massachusetts Department of Public Health requires you to submit a Certificate of Immunization. *If your family has decided to not immunize your child, a waiver must be provided.

Certificate of Immunization: (1) any form or letter signed and dated by a physician or designee, or (2) a dated report from the Massachusetts Immunization Information System; provided that either document specifies the month and year of administration and the type/name of the vaccines(s) administered to the camper or staff person, or alternative evidence of immunity.

Please plan in advance for these requirements. Your Scout cannot attend camp without them!

- Camperships:** Camperships (financial assistance) are available to those who need them. These are available at [Campership Applications](#).
- Volunteering:** If you would like to volunteer for Day Camp, Staff Applications are found at the Council Website at [2019 Day Camp Staff Application](#). If you can volunteer for the entire week (Sun-Fri), one child per volunteer can receive a \$100 refund after camp. See page 8 for more information.

If you do not have computer access, paper forms will be available at both the Westfield and Pittsfield offices or contact the Camp Director for your camp.

Basic Camp Information

Camp Drop-off

All Parents/Guardians must escort their Scouts to their Den Leaders and sign them in. Check-in times vary, so please check with your local camp. It is essential that you inform the Camp Director by phone/text (413-297-4963) or email (greg.allen.williams@gmail.com) if your child will not be attending camp on a given day so we are not looking for him/her. If your child does not report to camp by the 9:00 start time, you will be contacted.

Camp Pick-up

Parents should wait until the closing ceremony is completed before signing out their Scouts. Each Scout must be signed out with their Den Leader to ensure safety.

Transportation

Transportation to/from the camp locations is not provided. It is the responsibility of each parent/guardian to drop off and pick up their Scouts. Please follow all marked traffic patterns and only park in designated areas.

Meals

Each person at camp will need to bring a packed meal, preferably with an ice pack inside. No food is provided. There is no refrigeration on some sites. Please take this into consideration when choosing what to pack.

Snacks

Your Scout may also need a light healthy snack to pack in their daypack for before and after their meal.

Water

Your Scout will need a large personal water bottle for each day. There will be water jugs at each station for refills. Suggestion: fill the water bottle about 2/3 the night before and freeze it. Fill the remaining 1/3 in the morning. The solid block of ice will take longer to melt than ice cubes will.

Sun Protection and Insect Repellent

Please apply sunscreen (15+SPF) and insect repellent to your child at home. Pack and label your own sunscreen and insect spray (no aerosol sprays please). Staff will remind campers to reapply sunblock and repellent around lunchtime and/or after they swim and may assist younger campers.

Tick Check!

Please be aware that campers spend their entire day outside and it is necessary to do a nightly tick check. Campers will be reminded during camp to check themselves in general places: neck, arms, legs, and scalp. The following is a good guideline for checking your child's body for ticks:

- Under the arms
- In and around the ears
- Inside belly button
- Back of the knees
- In and around the hair
- Between the legs
- Around the waist

Food Allergies

Anyone with food allergies can be seated at a separate table to ensure that no food gets cross-contaminated. Parents should make sure these allergies are noted on Part B of the health form.

Medications

If your Scout only takes medicine once a day, please take it in the morning before arrival. All medications will be taken directly to the camp Health Officer upon arrival at the camp. All prescription and non-prescription drugs MUST be in their original labeled containers. Your pharmacy may provide you with a second bottle if you do not wish to send in the original. If your child takes non-prescription (OTC) medications, we must have a note from their physician detailing the medication and its use. ALL medications shall be kept in a locked facility always and returned only to the parent/guardian. Scouts will be brought to the Camp Medical Office to receive their medications from the Health Officer at the appropriate time. Please make sure to report all medications and all allergies (especially food) on the medical form. Prescription and OTC medication (including sunblock and insect repellent) administration authorization and restrictions MUST be made on Part B of the health form.

Attire:

- There is no need to wear your Cub Scout Field Uniforms (aka Class A) to camp. If you have a Scout-themed Activity Uniform t-shirt for your Pack or another event (aka Class B), wear that to show your pride with comfortable and weather appropriate shorts/pants.
- Western Mass Council themed day camp t-shirts are available for purchase in advance, as well as at the Trading Post.
- Your camper will receive a **sling bag** for his belongings. Anything else needed at camp (ie, sunscreen, bug spray, water bottle, poncho, etc) is carried and best contained and transported by your Cub Scout in this to help keep hands free to explore and learn.
- Hats are recommended.
- No open-toed sandals/Crocs allowed – we recommend socks and sneakers as there will be a lot of games and walks through the woods.
- If it's going to be a wet day, please include rain gear and an extra pair of socks.

Trading Post

A mobile Trading Post will be set up a few days during the week. We will have various items available for purchase and may include: snacks, juices, candy, theme related souvenirs, and official BSA gear. The campers will be allowed to visit the Trading Post at times listed at the individual camps.

Severe Weather/Camp Emergency

All camps have an emergency plan that will be put in place in the event of severe weather or other emergency situations. Each camp will hold an Emergency Drill so that the Scouts will know what to do and where to go if an alarm is sounded on the first day of camp.

Visitors and Security

Families are welcome to visit camp at any time. To ensure the safety of all youth on site, we require everyone to check-in with the front desk staff and obtain a Visitor Pass. Staff is trained to identify and inquire about anyone not wearing a wristband or proper identifying Visitor Pass. Campers and Staff will be issued wristbands and ID totems to help identify them.

End of Week Family Activity

Camp will end the week with an afternoon Camp Recognition and Closing Ceremony for the entire family and sometimes other activities during the day as well. This provides the campers with the opportunity to demonstrate what they have accomplished during the week and may include demonstrations at various program areas. Times and program details vary, so check with your local camp.

What to bring/wear to camp:

Please mark all personal belongings with the child's name in permanent fabric marker.

1. Scout themed T-shirt (Western Mass themed Day Camp t-shirts are available for purchase)
2. **LUNCH, SNACK, and a FULL WATER BOTTLE.** No food is provided by the camp. Water stations will be set up all over the camps to keep water bottles full and combat dehydration.
3. Sneakers (no open shoes of any kind are allowed at any camp, including sandals and Crocs)
4. Swimsuit and Towel (for those camps that offer water sports/activities)
5. Labeled Sunscreen 15SPF or higher and Insect Spray (Applied at the start of the day and can be sent along with your Scout if you wish it to be re-applied after lunch.)
6. **Western Mass Camp Day Pack** to store and carry your gear
7. Money for Trading Post (optional)

What NOT to bring to camp:

1. Electronic devices - we strongly suggest no cell phones as we are not responsible for them.
2. Knives
3. Shooting Sports equipment
4. Matches, lighters, flints
5. Glass containers - including drink bottles

2019 Day Camp Rates

Reservation Deposit Recommended by March 15 th	\$75 per Scout (Den limited to first 8 registrations)
Balance Paid IN FULL before May 31 st	\$175 per scout (a \$25 discount!) \$150 for each addition Scout Family Member
Balance Paid from June 1 st to 10 day before	\$225 per Scout \$200 for each addition Scout Family Member
Balance Paid 9 days to the start of camp	\$250 per Scout \$225 for each addition Scout Family Member

***Campers are eligible for a \$25 discount for additional weeks**

Camperships

Need financial assistance? Scouts are encouraged to "earn their own way", and the Western Massachusetts Council is prepared to help. Plan to participate in the Camp Card fundraiser during the spring. Special assistance is also available for qualifying families. Just complete the Campership Application and submit it to the Scout Service Center. Please submit Campership Applications by **April 1, 2019**. Applications may be accepted after this date, but will be subject to available campership funds remaining.

Refunds

Refunds will be handled on a case-by-case basis. A request for a refund must be done so by emailing steven.roberts@Scouting.org. "Homesickness" is not considered to be a refundable medical reason.

Volunteer Staff Camper Fee Refund*

Our Day Camps cannot run without the help of many, many volunteer staff members. If you are able to help with the camp and would like to volunteer, please complete a Volunteer Staff Application (use the link on page 4). If you can attend training and volunteer for **the entire week** (Sunday setup – Friday cleanup), \$100 of the cost of one Scout to attend the week will be refunded after camp is complete!

The following criteria must be met in order to be staff and to receive the discounted rate:

- Submit staff application and is approved by the Day Camp Director and Staff Advisor
- Registered as a member of the Boy Scouts of America
- Submit three letters of recommendation (or have on file from previous year)
- Consent to a Criminal Offense Registry Inquiry (CORI)
- Consent to a Sex Offense Registry Inquiry (SORI)
- Submit a current BSA Annual Health and Medical form parts A and B with related documents
- Submit evidence of current BSA Youth Protection Training
- Agree to adhere to the *Code of Conduct* for the Day Camp
- Attends training and/or staff orientation as required by individual camps
- Attends camp as staff and performs all required duties **for the entire week (Sunday-Friday)**. Failure to attend all six days may result in a partial refund from the Council.
- Submits a Post Action Report to the Camp Director by the report deadline

Camp Rules and Behavior Policy

(Please Follow the Scout Oath and Law)

1. ***The Buddy System is in effect at all times!*** Buddies stay together at all times including going to the medic, restrooms, etc.
2. ***Cub Scouts will be assigned to a Den and are to stay with their Dens at all times.***
3. ***Cub Scouts must have permission of their Den Leaders before they leave their dens.*** This includes when they leave for the end of the day.
4. ***No running or throwing in camp, unless it is part of an activity.***
5. ***No climbing, horseplay, or fighting.***
6. ***No rude or disrespectful language will be tolerated.***
7. ***Cub Scouts will be respectful and mindful of the feelings, safety and property of others.***
8. ***Practice Leave No Trace skills by disposing of your trash properly.***
9. ***Cub Scouts need to leave all electronics at home.***
10. ***Cub Scouts will wear closed toed shoes and socks at all times.*** Sandals, including Crocs, are not allowed.

NOTE TO PARENTS:

- We are operating as part of the Boy Scouts of America and will adhere to all safety regulations and Boy Scouts of America practices including Youth Protection Guidelines.
- All children attending are registered Cub Scouts and are expected to act in a good Cub Scout manner. Name calling, overbearing, disruptive or bullying behavior will not be tolerated.
- Children who have problems following courteous behavior rules will be asked to initially sit out. If the behavior persists, they will have to leave the activity areas and remain in the Administrative building/area for a time. If the behavior continues, the parent will be called to take the child home.

Your cooperation with the rules and guidelines will ensure everyone involved has a safe and fun time at camp.