

# Camp Olmsted

Goshen Scout Reservation



## Leaders' & Parents' Guide 2018



A Note from your Camp Director:

First, welcome to the adventures of Scout Camping at beautiful Camp Olmsted....”PRIDE!!!!!!!!!!”

In the following pages you will find all the information needed to prepare your youth members and adult Leaders to enjoy a successful week at Camp Olmsted and Goshen Scout Reservation, the summer home of over a thousand boys and Leaders. Whether you are an experienced Scouter or a parent helping your Scout pack, this guide will serve as your first reference tool and help you along the way.

Although this guide has been written to provide answers to an extensive list of potential questions that may arise about your upcoming week at Camp Olmsted, it may not necessarily satisfy all of them. If this is the case, please feel free to reach out to me, and our staff and I will be sure to provide any additional information. New questions are asked every year, and they only help us build a better program, so don't be shy!

If you need to contact us, the best way is via email. Our direct address is [Camp.Olmsted@gmail.com](mailto:Camp.Olmsted@gmail.com).

Olmsted's key staff members and I will spend the coming months hiring an amazing staff and preparing for another wonderful summer. Our program, facilities, and staff will be ready to deliver on our promise to provide the best summer camp experience. Your Leadership, coupled with our unique staff and engaging program, creates an environment ripe for accomplishing our mutual goal of enriching the next generation of young leaders. At Camp Olmsted, we believe that the foundation a Scout builds at summer camp will yield returns far into their life; and I would like to thank you for your efforts in assisting us with our mission.

We can't wait to see you at Camp!

Yours in Scouting,



Allan V. Beers  
Camp Olmsted, Camp Director  
Goshen Scout Reservation

**Table of Contents**

**The Adult Leader’s Role At Camp**..... 4  
     General Discipline.....4  
     Early Departures/Late Arrivals.....6

**STANDARDS OF CONDUCT FOR ADULT LEADERS**..... 6  
     Boy Scouts of America Policy.....6  
     Guidelines for Adult Leaders and Parents.....6  
     Reporting Child Abuse.....7  
     BSA Policy on Tobacco.....7

**PRE-CAMP PLANNING**..... 7  
     Program Schedules.....7  
     Camp Sites.....7  
     Leader Site Equipment.....7  
     Parent Meetings.....7  
     E-Check-In.....8

**CAMP SERVICES**..... 8  
     Your Site Guide.....8  
     Camp Chaplain and Religious Services.....8  
     First Aid.....8  
     Medical Treatment.....8  
     Night Assistance.....8  
     Valuables/Lost & Found.....9  
     Mail.....9  
     Camp Phones.....9  
     Showers.....9  
     Pets.....10  
     Leader Lounge.....10  
     Trading Post.....10  
     Service Projects.....10  
     Quarter Master.....10

**Food Service**..... 10  
     Special Dietary Needs.....10  
     Dining Halls.....11  
     Table Assignments.....11  
     Open Lunch.....11  
     Aluminum Foil Cooking.....11  
     Safe Food Handling .....11

**General Information**..... 12  
     Camp Check In.....12  
     What to Bring To Camp.....12  
     Medical Forms.....13  
     Medical Requirements.....13  
     Firearms, Ammunition, Illegal Drugs, Alcoholic Beverages, and Fireworks.....13  
     Other Restricted Items.....13  
     Chemical Fuels.....13  
     Wearing of Shoes.....14  
     Off Limit Areas.....14  
     Operation of Vehicles.....14

**Emergency Procedures**..... 14  
     Intruder.....14  
     Sign In and Out.....14  
     Hazardous Weather.....15  
     Lost Bather Drill (Aquatic Emergency).....15

## The Adult Leader's Role At Camp

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 at all times. 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 in order to promote Scouting's advancement program. For the Boy Scout Merit Badge program, please refer to the Merit Badge Schedule and Prerequisites List (which is available on the website).
- To participate in camp activities on a daily basis. This should include program area visits, punctual attendance at roundtables and designated 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 Goshen Scout Reservation before. There are many experienced Scouters (like your Unit Commissioner) in your district willing to assist you.
- To be sure 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 and they are used each week by the camp and program directors to determine if there is a problem needing immediate attention. In addition, they are studied in great detail by members of the Camping Committee of the National Capital Area Council to recommend improvements for the next year.

### General Discipline

Discipline and conduct of all youth and Leaders is the responsibility of the unit Leaders in camp. The camp administration 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.

### Reasons for Dismissal from Camp

#### Criminal Offenses

When a criminal act has been committed, the following procedures apply:

**Category 1 Offenses**

When a camper or staff member commits any infraction that includes the following categories of criminal offenses, he or she will be disqualified from membership in the Boy Scouts of America and immediately removed from camp, regardless of any other factors:

- A. Crimes involving sexual deviancy, sexual abuse, sodomy, sexual assault, rape, sexual misconduct, pornography, soliciting prostitution, or any other sex-related crime.
- B. Any criminal offense involving a child or a dependent adult.
- C. Manufacture, distribution, or possession with intent to deliver drugs or illegal substances.
- D. Crimes of violence against anyone, including aggravated or felony assault, aggravated or felony battery, manslaughter, homicide, and any offense in which a weapon was used.

Immediate Procedures to be followed as quickly as possible.

- 1. The immediate health and safety of both parties must be secured. Please ensure that the parties are separated to stop any further actions.
- 2. Receive the victims report without bias and write notes for the record. Time, date, place, exact actions, witnesses, any weapon description, other pertinent descriptions aiding in the situation.
- 3. Call the parents/guardians of both the victim and alleged perpetrator and advise them of the current situation and our required steps as a youth camp. Advise them to come to camp and agree upon an arrival time. Record the date, time, and outcome of the call.
- 4. Call local law enforcement and notify the council Leadership for notification and membership revocation. Since the BSA is only a location, the victim or the victim's parent or guardian must make the report with law enforcement in the jurisdiction of occurrence. If they decided to not pursue the report, that is always their option to drop it at a later date. Law enforcement will be called and a case opened. Law enforcement has the option to remove a party into their custody and that must not be stopped if they deem it necessary for everyone's health and safety.
- 5. The victim will provide their statement with or without the parent or guardian. It will be written and signed by the victim and/or parent. It can be later reviewed by the parent for any additions and review.
- 6. The alleged perpetrator will provide their statement with or without the parent or guardian. It will be written and signed by the alleged perpetrator and/or parent. It can be later reviewed by the parent for any additions and review.
- 7. The alleged perpetrator will be removed from camp, but no determination of future return is to be granted. Future return to a BSA camp is dependent of the legal outcome of the report. Record the date and time of departure.
- 8. All other witness statements are to be written, signed and collected. Please include other youth, adults, and camp staff. It is imperative that these be collected as soon as possible to be as close to the actual time of incident.
- 9. Forward all reports received in #2, #3, #4 Case Number, #5, #6, #7, and #8.

**Category 2 Offenses**

When a camper or staff member commits any infraction that includes the following categories, he or she will enter into a protected phase of camp involvement:

- A. Assault not classified as an aggravated assault
- B. Bullying
- C. Theft from any person, the camp
- D. Vandalism, destruction of property, arson
- E. Excessive verbal abuse, not related to a documented medical condition

### Early Departures/Late Arrivals

Anyone—**youth or adult**—leaving camp must check out at the camp office and check in again upon return. Youth are not permitted to leave without direct adult or staff supervision. The camp sign in/out book must be signed. A youth is not to leave for home without his Leader first clearing it with the Camp Director and the youth's parents. **Anyone arriving after the opening day of camp should proceed directly to the administration office in his or her specific camp to check in.**

## STANDARDS OF CONDUCT FOR ADULT LEADERS

### Boy Scouts of America Policy

Preventing child abuse has been adopted as a critical objective of the Boy Scouts of America. The assistance of every Adult Leader is essential to success. The guidelines listed below are designed to protect Scouts against child abuse and Adult Leaders against misinterpretation of their intentions. Anyone who has questions should consult with the Camp Director. If faced with difficulty in complying with the guidelines and no advice is available, use common sense and the principles of the Scout Oath and Scout Law.

### Guidelines for Adult Leaders and Parents

All adults in camp must endeavor to protect Scouts from (1) physical abuse, which is understood to mean the sustaining of physical injury as the result of cruel and inhumane treatment or as the result of a malicious act and, (2) sexual abuse, i.e., any act involving sexual molestation or exploitation of a Scout, by any person who has permanent or temporary care, custody or responsibility for the supervision of Scouts or a Scout.

1. All adults in camp, whether registered Scouters, Merit Badge Counselors, parents of Scouts, or other qualified personnel, must understand their responsibilities and the limitations placed on their relationship with Scouts. Care in selection, training and supervision is critical.
2. Adult Leaders and Scouts never sleep in the same tent, unless the adult is the parent or guardian of the Scout.
3. Adult Leaders must always shower separately from Scouts.
4. Adult Leaders and Junior Leaders must not permit activities involving group nudity, such as skinny-dipping.
5. Adult Leaders must avoid unnecessary contact with Scouts, such as placing hands on the legs and patting backsides.
6. Scouts must always have at least one tent mate.
7. In accordance with National Council policy, a minimum of two Adults must be present on all camping trips and other group activities.
8. Adult Leaders must never tell off-color stories to boys. A Scouter, as well as a Scout, is clean in mind and body.
9. Adult Leaders must hold conferences with Scouts in open settings, where they may be seen (but not heard, if discussion is confidential) by others. Avoid rooms with closed doors, closed tents or other secluded locations.
10. If a Scout complains or comments about an experience with an adult that may suggest physical abuse or sexual molestation or an invitation to molestation, take him or her seriously. Remember that the Scout is not likely to articulate his or her complaint in an adult manner. It may take the form of declining to associate with a particular Leader for no apparent reason or abruptly leaving the unit.
11. An Adult Leader who observes another adult relate to a Scout in a manner that is not clearly objectionable, but which might be misconstrued as leading to child abuse, should warn the person so observed to avoid conduct that may be misunderstood.

12. At Goshen, we would like to serve as many youth members of Scouting as we can. When possible, please do not bring so many Leaders as to create a 1-1 ratio. It is wholly acceptable for Leaders to share a week and therefore allow for more Scouts to attend.

### 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.** Virginia law requires that all childcare providers, including Leaders, must report any incidence of child abuse to child protection authorities. The Virginia State Child Abuse and Neglect hotline is 1-800-552-7096. All discussion, both at camp and over the hotline, will be kept confidential.

### BSA Policy on Tobacco

Smoking is only allowed for adults over the age of 18. You may smoke in designated areas only, and not in sight of Scouts. Each camp has one or two designated smoking areas. Smoking is not allowed in any campsites, camp building or structure, including tents. Cigarette butts are to be collected and disposed of properly. Please speak with Camp Director if you have any questions. Smokeless Tabaco should never be consumed in a way that is obvious for Scouts.

## PRE-CAMP PLANNING

### Program Schedules

Please refer to Olmsted's Merit Badge Schedule, Supplemental Schedule, and Activity Schedule at the end of this guide.

### Camp Sites

All the campsites at Camp Olmsted are organized into what are called "troop sites". Each troop site is conveniently located near a latrine. Within each of these sites are two or more "patrol sites" or "sub-sites." In order for your unit to properly plan, the patrol and sub- sites at Olmsted are generally set up for 8-boy patrols. Since many units do not come with evenly distributed 8 boy patrols, sites will be set up as close to that as possible. **Be advised that smaller units may share a troop site with another unit, but there will be suitable space to allow for privacy within a unit.**

### Leader Site Equipment

Adult areas are separate from youth areas. Adults may be required to share tents with other adults. The unit Leader area in each troop or pack site will consist of at least two tents for adult Leaders **(If Leaders are not comfortable sharing a tent with another Leader, they may provide their own tent and set it up within the site. Goshen Scout Reservation does not possess the resources to allow each Leader to have their own tent).**

### Parent Meetings

In the spring, it is a good idea to have a meeting with the parents of the Scouts who are going to camp. This allows you to review the camp program, camp physical examination requirements, transportation arrangements, uniform requirements, and what each Scout needs to bring. Many unit Leaders put together guides tailored to their unit's particular requirements based upon information contained in this guide and materials found on the council web site.

## E-Check-In

Prior to your troop's arrival, please double check on our BlackPug registration system that your numbers are correct, and everyone is registered. We will also need any dietary restrictions and your site preference to adequately prepare for your troop. The registration contact will receive an email a week before camp from the Camp Director to remind your troop to update BlackPug and any last minute changes to our schedules.

## CAMP SERVICES

### Your Site Guide

Site Guides are the main link between your troop and the camp. They will visit every day and will be ready to assist with any concerns, problems, or suggestions your troop may have. Your troop's Site Guides are also liaisons to the Camp Commissioner, who conducts a daily visitation of your campsite to ensure safety and cleanliness. If you need something for your campsite, your Site Guide and Camp Commissioner are ready and willing to help.

### Camp Chaplain and Religious Services

We hope and expect all our campers take advantage of our Interfaith Service provided Tuesday, 7:30 pm at Chapel Hill. For Roman Catholic and Jewish Scouts and Leaders, we offer weekly services specifically for both of these faiths. We will continue the popular "Duty to God" program this summer. Those who successfully complete the program are eligible to purchase a special patch at the trading post.

### First Aid

Camp Olmsted has a trained First Aider available 24-hours a day, in the First Aid Room located in the Administration Building. You may go to First Aid for all sorts of medical issues, as well as signing out/checking in mid-week adults or late arrivals. The Goshen Scout Reservation Health Lodge at Camp Post will be called to treat more serious cases. The Reservation is staffed by Camp Health Director, who is a full-time certified health care. Goshen Scout Reservation has arrangements with Stonewall Jackson Hospital in Lexington to handle any emergencies. It is important that you visit the First Aid Room at your base camp before departing for the Health Lodge. **Also, Leaders and Adults should NOT call 9-1-1 or other Emergency Services. Instead, please inform a Camp Staff Member who will activate camp's Emergency Action Plan.**

### Medical Treatment

If a member of your unit requires medical treatment to the extent that he/she is admitted to either the Health Lodge or to Stonewall Jackson Hospital, the staff will notify the unit Leader. Either the physician or the Health Lodge Director will be responsible for notifying parents. Unit Leaders are asked to contact the Health Lodge before calling parents about first aid and other medical problems. If any member of your troop has any special medical problems (diabetes, epilepsy, severe allergies, food allergies, etc.) or requires the use of prescription medications, please bring this fact to the attention of the health staff upon arrival. If you have any questions concerning health services, please feel free to visit with the camp first-aider or Camp Director.

### Night Assistance

If problems arise during the night that you cannot handle alone, proceed to the camp administration building, where a staff member will be present to assist. The Staffer on Duty (CQ) can handle most problems or will get help. At night, the CQ on duty may be asleep. **Do not be afraid to wake them.** In case of an emergency such as a fire, get all Scouts out of the immediate area and go to the Administration Building and alert the CQ.



## Valuables/Lost & Found

The camp cannot be held responsible for personal items. All valuables, such as money, cameras, watches, etc. should be carefully secured and labeled. Many unit Leaders find it useful to bring along a container that can be locked for the storage of their campers' valuables. If a Scout reports a lost item, the Scout should check with the lost and found, in the administration building, to see if the item has been found. **It is recommended that all items brought to camp be labeled with the Scout's name and unit number.** At the end of the summer, any items of significant value are brought to the Marriott Scout Service Center and held for a short time before donated to charity or disposed of.

## Mail

Mail is delivered to the administration building each day. In order to ensure mail is received at Goshen before the unit leaves camp at the end of the week, we suggest all mail and packages be sent out no later than Monday of the week in camp. Outgoing mail is picked up daily as well. An adult Leader may pick up incoming mail from the Leader Lounge after 4 p.m. daily.

Mail should be addressed as follows:

Name \_\_\_\_\_, Troop/Crew \_\_\_\_\_  
 Camp Olmsted, Goshen Scout Reservation  
 340 Millard Burke Memorial Highway  
 Goshen, VA 24439

## Camp Phones

If there is an emergency situation at home, parents and/or family members should call the main office at Camp Olmsted.

Camp Olmsted Phone Number: (540) 784-6241

**(During Summer Operation Only)**

**\*\*Please note, that we do our best to monitor phones but due to the nature of camp we may miss your call.**

**Please leave a message, checked hourly during the workday**

Parents may contact unit Leaders, but should be advised that it may take an hour or more to return phone calls. Scouts will be allowed to call home **ONLY** in case of emergency. Cell phone service is available at camp for callers with Verizon wireless service. However, please remember to use the utmost etiquette when using mobile phones. Our Camp Director prefers discretion when using, away from others, and for short periods of time. **Unit Leaders are encouraged to strictly monitor the usage of phones by campers and ensure that it is during appropriate times.**

## Showers

A weekly schedule will be posted detailing the times Scouts and Leaders may use the shower house facility. There is a separate time for staff showers. Scouts and Leaders should adhere to the showering schedule set by the Camp Director. Per National BSA Youth Protection Policy, adults must ensure youth member privacy. Scouts and Leaders never shower together. Our shower house at Olmsted has private rooms with changing areas. This makes it possible for a unit to have all its members use the shower house at the same time and maintain privacy.

## Pets

Absolutely no pets may be brought to camp. This is a National BSA policy we must enforce.

## Leader Lounge

A Leaders' Lounge is located in our Dining Hall and is used for meetings and fellowship gatherings. The lounge is generally open from 9 a.m. until 10 p.m. for adult Leaders only. Leaders should plan their schedule so that they are not in the Leader lounge past 10 PM. The Leader lounge is closed during meal times. There is a water fountain, and coffee-pot. **Wireless Internet is available but limited; we ask that everyone show courtesy and share what bandwidth we have.**

## Trading Post

Camp Olmsted's Trading Post sells a wide range of supplies, including toiletries, merit badge materials, handicraft supplies, sodas, and snack food. The Trading Post is open every morning and afternoon and on several evenings during the week. Look for many new items this summer. **We encourage Scouts to bring at least \$60 in spending money for souvenirs, snacks, and those merit badges requiring craft kits or other supplies.**

Camp Post also has a full-service Trading Post with food items, souvenirs, uniforms, insignia, and much more. **Plan time during camp to come visit our store at Camp Post!**

## Service Projects

During your week at Olmsted, there will be plenty of opportunity to perform a service project in camp. These projects are wide-ranging from small projects like refurbishing a sign or raking leaves, to very large projects like rebuilding a bridge, routing a trail or painting a building. Troops will have the opportunity to sign up for their service projects before camp using our Service Project Google Document.

## Quarter Master

Camp Olmsted's Quarter Master (QM) is where your troop can check out tools to complete site improvement and service projects. Hours are posted throughout camp and if you need QM assistance during closed hours talk to our Trading Post staff and they can assist you. **Toiletry and sanitation items that need resupply can be picked up in the Trading Post.**

## Food Service

### Special Dietary Needs

Special dietary needs must be shared with camp Leadership prior to arriving at camp. We will do our best to accommodate most food allergies but cannot be held accountable for the management of these allergies. Notice of severe allergies that require special food items must be provided at least 3 weeks prior to your Scout's arrival at Camp. Due to the complexity of Gluten Free diets, these types of meals cannot be provided by the Food Service Department. Parents of Scouts with special diets should notify the Council office before registering for Camp in order to discuss available food options. We are able to store food for you in our refrigerator or dry storage area if requested. Equipment such as microwaves and stoves will be available for reheating in our kitchen.

## Dining Halls

Experienced, professional chefs prepare wholesome food, which provides a well-balanced diet for all Scouts and Leaders. Meals are served with the goal of ensuring everyone is well-fed with minimal waste. Units assemble in a designated area prior to each meal and enter the dining hall at the direction of the dining hall steward.

## Table Assignments

Tables will be assigned to troops during the opening day tour. It is important that all troops visit the Dining Hall on their camp tour to receive this information and to understand how meals are administered.

## Open Lunch

Camp Olmsted is unique in that Lunch is not a formal meal in our Dining Hall. Meals will be prepared and packaged for your troop to pick up. Troops may choose to eat in the Dining Hall or wherever they would like in camp. We simply ask that you clean up after yourselves and bring crates that the food came in back to the Dining Hall.

## Aluminum Foil Cooking

One evening in camp, all Leaders and Scouts will be given the ingredients for a foil dinner to cook in their sites. Wood for this meal should be collected early and kept dry. Many Troops bring additional charcoal to make cooking easier. Scouts arrive at the Dining Hall after program to pick up their food. Early in the week, time will be devoted to learning how to manage this meal. A Camp Staff member may be invited and Troops are urged to do so. This meal consists of a foil dinner: a pre-cooked hamburger patty, vegetables (carrots, potatoes, and onions), an apple, drink, and cookies. In anticipation of this event, please bring the following:

- Gloves, tongs, etc., to handle the hot aluminum foil packages
- Two to three paring knives to help prepare vegetables
- Any spices you think you may need such as salt, pepper, and special flavorings.
- Heavy Duty Aluminum foil (foil is provided for the meal, some units prefer more). For more details, see The Official Boy Scout Handbook concerning preparation of aluminum foil meals. Give it a try on a campout before you come to camp!

## Safe Food Handling

Adult Leaders are asked to pay close attention to the thoroughness of food preparation and cleanup. The health of your campers and the entire camp is dependent upon the supervision given by unit Leadership in this most important area of camp living. Please remember that all meat must reach 165 degrees at the center to be considered fully cooked. Food handlers must wash their hands prior to starting any meals. Training on safe food handling practices will be provided to all upon arrival in camp.

## General Information

### Camp Check In

When you arrive at beautiful Camp Olmsted, your troop will be introduced to your site guide in the Parking Lot. At that time your Scoutmaster or an Assistant Scoutmaster will need to check in at the Administration building, where you will meet the Camp Director to reconcile your payments. This adult should also have a paper copy of the unit roster in hand, and a form of payment in case you are not paid in full by arrival. Your site guide will take the Troop to the site. The Troop will drop off gear and then head to medical checks with medical forms, wearing swimsuits for the swim check at Aquatics. Adults will receive an adult wrist band at med checks, and each participant will receive a buddy tag to bring to Aquatics. If an adult is coming to camp mid-week they need to report to the Administration building. There, they will check in and receive an adult wrist band.

### What to Bring To Camp

- Daypack
- Uniform (shorts, vest without pins) for flag ceremonies, etc.
- Sturdy hiking shoes
- Water activity shoes
- Class B or General Clothing (5 or 6 sets)
- Underwear and socks (1 pair per day or more)
- Raincoat and rain pants
- Sweater and/or Jacket
- Hat/sunglasses (optional)
- Sleeping bag or bedding
- Pillow
- Swimsuit
- Mess kit
- Toothbrush and toothpaste
- Towel
- Shampoo
- Washcloth
- Soap in container
- Glasses or extra contact lenses (if needed)
- Water Bottles
- Flashlight with extra batteries
- Compass (optional, but may be useful for some activities)
- Pencil, pen, pad/notebook
- Spending money
- Disposable or water-resistant camera
- Insect repellent (non-aerosol preferred)
- Sun screen (SPF-30 or higher recommended)
- BSA Handbook
- Any prerequisites for camp activities (see prerequisites )

Please consider that there is a likelihood that electronic items may be broken, lost, or damaged due to wet weather.

## Medical Forms

Everyone in camp MUST have at least Part A & B of the BSA Medical Form filled out and on file in our First Aid room. **Part C of the BSA Medical Form must be filled out by a medical professional.** This part is REQUIRED for anyone who is in camp for more than 72 consecutive hours and for anyone who plans to participate in camp activities.

## Medical Requirements

Every Scout and adult Leader must submit a Personal Health and Medical Record - Class A-B-C - upon arrival. This is BSA Form #680-001, which is the only form allowed by BSA for summer camps. A medical examination by a doctor within the 12 month period prior to arriving at camp is now required for all campers, regardless of age. This is a BSA requirement that we must enforce.

Any persons taking prescription medication must bring the medication to camp in the original prescription container. A lock box will be provided to each unit to store their prescription medications in their site. Units wishing to store their prescription medications in the health room at camp may do so by talking to the medical officer upon arrival.

Before you leave for camp, make sure that all medical forms have been completed and signed by the examiner and either the parent or guardian. Make sure your unit number and district name are on the forms to help the camp staff. Place all forms in an envelope and be sure to bring the forms with you. Please do not mail your medical forms to the council office! Medical forms will be returned to you before you depart camp on your final morning. It is advisable to keep copies of all health forms for future events. If your unit departs before receiving the medical forms, our staff is instructed to destroy the forms so as to not allow personal information to escape. It is advisable to make sure that at least one Leader is responsible for collecting the forms.

## Firearms, Ammunition, Illegal Drugs, Alcoholic Beverages, and Fireworks

Boy Scouts of America policy states that the items listed above are prohibited in Camp. If any of these items are found in the possession of any troop member, either adult or youth, those involved will be dismissed from camp and law enforcement officials contacted if necessary.

## Other Restricted Items

Sheath knives longer than four (4) inches, hunting arrows and bows are not permitted in camp. (Special exception may be granted to those Scouts desiring to earn the Archery merit badge to bring their personal bows. These bows must be turned into the Shooting Sports Director for storage when you arrive.) **Request should be sent to Camp Director prior to your arrival.**

## Chemical Fuels

The use of chemical fuels in lanterns and stoves is acceptable under the following conditions:

- A knowledgeable adult must provide supervision over the storage, transport, and usage of the fuel and equipment.
- Unit Leaders will teach Boy Scouts the safe and proper handling and usage of fuel, stoves, and lanterns.
- The storage of liquid fuels must be in a safe and secure place approved by the Camp Director.
- BY LAW, NO pressurized L.P. gas cylinders may be transported to camp on the bus.
- BY LAW, NO liquid fuels (e.g., Coleman) may be transported to camp on the bus.

## Wearing of Shoes

All Scouts and Leaders are required to wear closed-toed shoes at all times except when involved in swimming activities. Neither shower clogs nor sandals are acceptable for wear in camp as footwear, but may be worn while showering.

## Off Limit Areas

For safety reasons, certain areas of Goshen and Olmsted are OFF LIMITS. These include the area above the upstream bridge and the dam, its spillway and the adjoining embankments, and all Staff Residence Sites.

- Persons using boats or canoes should stay away from any floating logs near the dam spillways.
- Short cutting through other camps and campsites is not allowed unless hiking on the existing trails and you have informed your Camp Director of your plans.
- All campers should be in their unit's site by 9:30 p m. each evening unless engaged in a late night program.
- Fishing is not permitted at any camp's waterfront, from the Lake Merriweather dam or its embankments (both sides), or the upstream bridge. Fishing is allowed at the family swimming area at Camp Olmsted.
- Caves located north of the Goshen Scout Reservation on Route 601 are off limits to all camp staff, Leaders, and campers, unless permission is granted by reservation staff.

## Operation of Vehicles

The operation of any motor vehicle is prohibited for anyone under the age of 21 if not an authorized staff member. Camp vehicles and trucks are only to be driven by authorized personnel. **Personal vehicles are to be parked in the parking lot or surrounding grassy areas for the duration of the week unless authorized by the Camp Director.** Trailers may be parked in the site for the week but must be off our service roads and not blocking any entrance to the site. **Our service roads are designed for 4x4 vehicles and are often muddy and slick; Goshen Scout Reservation is not responsible for any damage done to personal vehicles. When driving on reservation, please abide by posted speed limits of 20 mph on beltway and 10 mph in camps.**

## Emergency Procedures

### Intruder

*Anyone and everyone* over the age or over the age of 18 years old will be given a wrist band to be worn on your right wrist AT ALL TIMES ON RESERVATION. This procedure is Reservation wide. If the band is lost or broken, you must come to Admin for a replacement immediately. If any adult is spotted without a wrist band, notify the closest staff member IMMEDIATELY.

### Sign In and Out

*Applicable to all personnel in camp (i.e. Leaders, visitors, Scouts, staff).* Camp Olmsted needs to know where all Scouts, Leaders, and staff are at all times in case of emergencies. A sign out log for Scouts and Leaders is located in the Leader Lounge in the Administration Building. Any Scout and/or Leader joining their troop later in the week, leaving early, or leaving Camp Olmsted is mandated to sign out with the time of departure and sign in with the time of arrival. THIS IS A MANDATORY PROCEDURE.

**Hazardous Weather**

Camp Olmsted is fortunate to have many facilities that can protect participants and staff during times of hazardous weather. In times of hazardous weather if you ever feel uncomfortable, our emergency shelters are always open for you to take shelter. When hazardous weather is approaching our Superintendent will inform us to activate our EAP the following procedures will be taken by the Olmsted Staff:

<u><b>Staff</b></u>	<u><b>Scouts and Leaders</b></u>
<ol style="list-style-type: none"> <li>1. Radio blast to inform staff to shut down areas and report to Admin.                             <ol style="list-style-type: none"> <li>a. Aqua will inform: Scoutcraft &amp; Kulturecraft</li> <li>b. Shooting Sports will inform Trailshead, Eco, &amp; Handicraft</li> </ol> </li> <li>2. Staff informed on whether or not they need to inform troop to report to safe location</li> <li>3. Once cleared, program runs as planned.</li> </ol>	<ol style="list-style-type: none"> <li>1. All Scouts and adults are to return to their assigned camp site</li> <li>2. They will be informed by a staff member on the next steps forward</li> <li>3. If informed that they need to move to a safe location, sites will report to....                             <ol style="list-style-type: none"> <li>a. <b>Sites 1-4:</b> QM/Trading Post</li> <li>b. <b>Sites 5-17:</b> Dining Hall</li> <li>c. <b>Sites 18-20:</b> Tech Center/Admin</li> </ol> </li> <li>4. Once the threat has abated, program will resume.</li> </ol>

**Lost Bather Drill (Aquatic Emergency)**

During times of emergency at the Waterfront a Lost Bather Drill EAP will be activated. The following procedures will be taken...

<u><b>Staff</b></u>	<u><b>Scouts and Leaders</b></u>
<ol style="list-style-type: none"> <li>1. A siren and air horn will be sounded (air horn will be sounded 3 times).</li> <li>2. All camp staff is to report to waterfront for direction of Aquatic Director.</li> <li>3. Aquatic procedures are followed until all clear has been sounded</li> <li>4. To signal all clear, a second siren is sounded as well as a long air horn blast in four directions.</li> </ol>	<ol style="list-style-type: none"> <li>1. All program areas close when siren and air horn are sounded.</li> <li>2. All Scouts and Leaders are to immediately return to campsite.</li> <li>3. Once all Scouts and Leaders are accounted for, each troop will send two runners to Admin to report, all are accounted for.</li> <li>4. Stay put in campsite until all clear has been sounded.</li> <li>5. All clear is indicated by a second siren and a long air horn blast</li> </ol>