

CAMP SCHOELLKOPF

2019 LEADER'S GUIDE



SCOUT ME IN™



GREATER NIAGARA FRONTIER COUNCIL

Welcome

Dear Scouts & Scouters,

Thank you for choosing Camp Schoellkopf for your summer camp experience of 2019. We are excited and grateful that you have chosen to spend time at Camp Schoellkopf this summer. We are looking forward to working with and your troop.

This guide is an important resource for your troop. Please share it with your fellow leaders, parents, Scouts. Outlined in this supplemental guide are the policies that govern how camp operates. It is important as unit leaders that you understand and follow all policies outlined.

Yours in Scouting,

Josh Stellrecht
Camp Director

&

John Callahan
Program Director

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THE MISSION OF THE BOY SCOUTS OF AMERICA

To prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

AIMS AND METHODS

The Aims of Scouting are: Character Development, Citizenship Training, & Personal Fitness.

The Methods used to achieve those aims are: Ideals, Patrols, Outdoor Program, Advancement, Personal Growth, Leadership, Uniform, & Adult Association

THE MISSION OF CAMP SCHOELLKOPF

To deliver the promise of Scouting by instilling a spirit of adventure and discovery in Scouts, using the outdoors as a classroom.

Camp Schoellkopf is owned and operated by the Greater Niagara Frontier Council of the Boy Scouts of America. The camp is inspected annually by the New York State Health Department and the National Council of the Boy Scouts of America. Copies of our most recent inspections are available at the council service center. It is operated for all registered Scouts without regard to race, age, disability, religion, or national origin.

General Information

2019 Dates:

- ◆ Week 1 July 07th to July 13th
- ◆ Week 2 July 14th to July 20th
- ◆ Week 3 July 21st to July 27th
- ◆ Week 4 July 28th to August 3rd

2019 Camp Fees:

- ◆ Regular Registration (Paid by 4/26)
 - ◇ Scouts \$355
 - ◇ Adults \$150 (2 Free Leaders per Troop)
 - ◇ Sibling Scouts Discount \$15
 - ◇ 2nd Week Discount \$25
- ◆ Late Registration (Paid after 4/26)
 - ◇ Scouts \$380
 - ◇ Adults \$175 (2 Free Leaders per Troop)
 - ◇ Sibling Scouts Discount \$15
 - ◇ 2nd Week Discount \$25

2019 Fee Schedule:

- ◆ Site Deposit \$100 - Due with registration
- ◆ Bunk Reservations - Due February 15th, 2019
Number of bunks @ \$25.00 each
(No names needed)
- ◆ Final Rosters & Final Payments
Due April 26th, 2019

CAMPERSHIP FUND

Families in need of financial assistance should apply for a GNFC Campership. Camperships are based on youth rate. No camperships are available for adults.

Call us at 716-512-6216 for an application or go online at campschoellkopf.org

Campership Applications are due March 8h, 2019

How to Register:

Contact Brandon Blatz, Camping Coordinator
(716) 512-6216 or Brandon.Blatz@Scouting.org

PROVISIONAL CAMPING

Scouts wishing to attend camp without their troop or for additional weeks may join Troop 1 of Schoellkopf under the direction of a trained leader and staff. Provo Scouts do not need to meet the payment plan dates to get the lowest rate.

VISITORS IN CAMP

Visitors should arrange an appropriate time with their troop's Scoutmaster. All visitors must sign in at the camp office and wear the issued identifying wristband. Meal reservations must be made at the camp office 24 hours in advance. Meal prices are:

Breakfast—\$4.50 Lunch—\$6.50 Dinner—\$8.50

FAMILY PICNIC

Parents are invited to the family picnic on Friday evenings. Tickets must be purchased during Sunday check-in. Prices are:

- 10 Years Old & Over —\$8.50
- Under 10—\$6.50
- Under 5—Free

CONTACT INFORMATION

Daily postal deliveries are made at camp. Outgoing mail can be delivered to the camp office. Pay phones are not available in camp.

Mailing Address: Name of Scout
Troop #/Campsite/Week #
Camp Schoellkopf
1373 Burroughs Rd
Cowlesville, NY 14037

Office Hours: 9:00 am to 12:00 pm, 1:00 pm to 5:00 pm

Camp Office: (585) 591-0598

Council Service Center: 716-512-6216

UNIFORM

The Scout BSA field uniform (official shirt, shorts, belt, and socks) should be worn each day for Morning colors and breakfast and Evening colors and dinner. The field uniform should also be worn during religious services and at the opening and closing campfires. The activity uniform (Scouting t-shirt, official shorts, belt and socks) should be worn at all other times.

TRADING POST

The camp store is stocked with souvenirs, crafts, t-shirts, merit badge pamphlets, stamps, Scouting merchandise, pocketknives, personal hygiene items, and, of course, snacks and drinks. Leaders may purchase merit badges and cards, and program supplies for their troop. Cash, checks, and credit cards are accepted.

PRE-CAMP LEADERS MEETING

At 6:45 pm on the Wednesday prior to your arrival at camp, an adult and youth from each troop are invited to attend the pre-camp leader's meeting. There will be an opportunity to review receipts, rosters, and medical forms in order to expedite the check-in process on Sunday. If you would like to join us for a complimentary dinner at 6:00 pm, please contact the camping department by Monday before your meeting. We will only be preparing a limited amount of meals.

PRE-CAMP SWIM TESTS

Save Time Sunday and Pre-Test. Pre-testing is open to all Scouts BSA/Venture/Sea Scout youth, Scouts BSA/Venture/Sea Scout adults, and Cub Scout Adults attending GNFC camps, BSA High Adventure camps, or GNFC sponsored activities. Cub Scout youth may NOT pre-test and MUST test at camp. Participants may test at any location but must arrive at pool location at least 15 minutes before the ending time. There is no pre-registration. For dates and more information, please visit campschoellkopf.org and click on the Pre-Camp Swim Test link.

TROOP LEADER MEETINGS

Senior patrol leader meetings will be held daily immediately following dinner. SPL's will be able to sign up to get important camp information.

Scoutmaster meetings will be held daily immediately following breakfast.

Troops are encouraged to conduct several patrol leader's council meetings throughout the week. See the camp commissioner for help planning meetings.

SIESTA

Each afternoon from 1:00 to 2:00 pm all program areas will be closed. This is a good time to rest or to work on projects in your campsite.

CAMPSITE VISITATION

Each campsite will be inspected daily by the commissioner staff. Scores will be based on the condition of the tents, latrine, bulletin board, fire area, and general site appearance. Additionally, troops are encouraged to complete special projects during the week. These can include: campsite gateway, campsite improvement project, conservation project, camp-wide service project. Please keep your campsite clean. Garbage bags left at the site entrance will be picked up daily after dinner.

Part of campsite visitation includes a rotating shower house cleaning schedule. Your unit guide and commissioners will provide more details upon your arrival.

FOOD SERVICE

In-site meals are available by request during your week at camp. The food and all materials, including gloves, will be provided by our Staff. While serving food, gloves MUST be worn to meet Health Department laws.

Special dietary needs to be brought to the attention of the Camp Director by the Wednesday's pre-camp leader's meeting to ensure proper supplies are ordered.

EARLY DEPARTURE

All units are assumed to be staying through Breakfast Saturday. Those units wishing to depart before then need to inform the Camp Director by Thursday morning.

RULES & REGULATIONS

The Scout Oath and Law governs all behavior at camp.

The Camp Director reserves the right to dismiss anyone from camp for violating the following policies.

- ❖ No personal vehicles are allowed in camp without the permission of the Camp Director. **Requests for vehicle passes must be made in writing by the Wednesday pre-camp meeting.** Vehicle passes are issued at the camp office. All other vehicles must remain in the parking lot.
- ❖ Cell phones detract from the outdoor experience and complicate homesickness. Troops are encouraged to develop their own policies on cell phone use. Electronic devices are not allowed at the latrines or shower houses.
- ❖ Camouflage type clothing is not allowed in camp. Appropriate footwear must be worn at all times. Bare feet or sandals will not be allowed in any areas except at the AJ Block Showerhouse and Aquatics. You must have a pair of shoes with you to walk back to campsite. Clothing with inappropriate language or images are not permitted in camp. Images of the Confederate Flag are not permitted at camp.
- ❖ Only camp-owned rifles, bows, and ammunition may be used. Knives of excessive length should be used responsibly.
- ❖ Alcohol, illegal drugs, and fireworks are not permitted. Scouts are not allowed to smoke in camp. Adults are encouraged to refrain from smoking while at camp. Designated smoking areas out of view from all Scouts may be designated by the Camp Director.
- ❖ Troops using liquid fuels in their campsites must have one leader with a current "Fuels Safety Orientation" certification. Extra fuel must be kept under lock and key. Flames are not allowed in tents.
- ❖ No trees are to be cut anywhere in camp. A fee of \$15 per inch of diameter will be given to violators.
- Troops will be billed for any camp equipment that is damaged, destroyed, or lost.
- ❖ Quiet hours will be observed between 11:00 pm and 7:00 am. All Scouts should be in their campsite by 11:00 pm.
- ❖ Serious discipline issues should be reported to the Camp Director. Under no circumstances should a camper be deprived of food or water, isolated, subjected to corporal punishment or abusive physical exercise, or verbally abused. Initiations or hazing of Scouts are not allowed. Raiding of other campsites or program areas will result in removal from camp.
- ❖ Instances of sexual harassment must be reported to the camp director immediately.
- ❖ Program areas should not be entered without a staff member present. Cayuga Creek is off limits to Scouts unless as part of an approved camp program. Permission must be given to enter the aquatics, COPE, mountain biking, and shooting sports areas.
- ❖ All injuries must be reported to the health officer.
- ❖ All visitors must register at the Camp Office. Unregistered visitors may be charged with trespassing.
- ❖ Camp Schoellkopf is not responsible for lost or stolen items. Electronic equipment and other valuables should be left at home.
- ❖ Pets are not allowed in camp.
- ❖ Food should not be stored in tents. Notify the Camp Director or Ranger of any aggressive animal behavior.
- ❖ Do not feed animals or attempt to capture wild-life.

EMERGENCY PROCEDURES

A camp-wide emergency will be signaled by blasts from the camp siren. Upon hearing the siren, all leaders and scouts must immediately report to the Flag Field. Units will line up by campsite as indicated by signs / staff members. When all campers are accounted for, or after 10 minutes have passed from the start of the siren, the Scoutmaster will complete the emergency check-in card. Note the name and last known location of any unaccounted for campers. This card will then be handed to a staff member at the flag field. A continuous blast of the siren (one minute or longer) signals all clear. In the event of inclement weather, units will assembly at their assigned tables in the Doey Center instead of the flag field.

MEDICAL INFORMATION

Health Forms—The BSA Annual Health and Medical Record must be submitted for every youth and adult camper. Campers without a properly completed record will be sent home within 24 hours upon arrival.

Medication—All medications must be submitted to the health officer at check-in. Medications must be in the original container and labeled with the Scout's name, troop number, and campsite.

Sun Screen & Insect Repellent—The NYS Department of Health is now requiring written permission for all youth who plan to carry and/or use insect repellent and/or sun screen while at camp. Individual permission slips or a unit roster containing signatures from parents or guardians granting permission are both acceptable. Documentation must be turned in upon your unit's.

Accommodating Special Needs—Contact the Camp Director in advance of camp if any Scouts or leaders require special accommodations while at camp.

Medical Re-Checks—The Health Office staff will interview all Scouts and Leaders to determine if their health has changed since the completion of their medical histories. This will take place at check-in on Sunday.

SATURDAY CHECK-OUT AND DEPARTURE

Morning colors will occur at 7:45 am and breakfast will be served at 8:00am. Evaluations and check-out forms must be turned in to the camp office. Troops must leave camp no later than 10:00am.

YOUTH PROTECTION AT CAMP

All adults spending any part of the week at camp must have current training in youth protection from the Boy Scouts of America. If abuse is suspected, contact the Camp Director immediately. The following barriers to abuse are employed at camp:

- Two-deep leadership is required in camp at all times. Two adults must be at least 21 years of age or older.
- No one-on-one contact is allowed between adults and youth. Personal conferences must take place within view of others.
- Separate sleeping accommodations and shower facilities for youth and adults must be maintained. Youth should tent with other youths that are within two years of age of each other.
- No secret organizations are recognized by the Boy Scouts of America. All aspects of Scouting are open to observation by parents and leaders.
- Appropriate clothing is required during swimming and all other activities.
- Intrusion of Unauthorized Persons—All campers and visitors must wear the proper identifying wristband. Report suspicious individuals to the nearest staff member.
- Verification of No-Shows—If a Scout listed on a troop roster fails to report to camp, the camp leadership will telephone the Scout's home to ensure that his parents are aware of his absence. Troop leaders must report for verification any Scouts not on the roster who were supposed to be attending camp.
- Release of Minors—Part "B" of the BSA Annual Health and Medical record asks for information on adults authorized to take youth from camp. Anyone removing a child from camp during the week must report to the camp office. Proof of identity will be required.
- Campsite Supervision—At no time shall a Scout remain in a campsite without an adult present. A individual sign-in/sign out system must be in use in each campsite. This system must easily identify the location of a all campers in the case of an emergency.
- The Buddy System—No Scout is allowed to travel anywhere in camp alone. Buddies do not need to be from the same troop but should be within two years of age of each other. A Scout found without a buddy will be escorted to his destination and his name will be submitted to the Camp Director. A second offense will initiate a conference with the Scout, troop leadership, and the camp director. A third offense will lead to dismissal of the Scout from camp.

Troop Leadership Checklists



The Scoutmaster

Before Camp

- ☐ Read the Camp Leaders Guide & Program Guide. Share it with all adult and youth leaders
- ☐ Hold a pre-camp troop meeting
- ☐ Meet with each Scout to discuss his advancement goals and general interests
- ☐ Complete personalized schedule with each camper, keeping the buddy system in mind
- ☐ Attend all pre-camp leader's meetings
- ☐ Collect orders and payment for Friday's family picnic
- ☐ Collect medical forms
- ☐ Collect and turn in payments
- ☐ Create campsite sign in/sign out system
- ☐ Submit merit badge & program pre-registration information online

During Camp

- ☐ Encourage program participation
- ☐ Attend daily Scoutmaster's meetings and report back to troop
- ☐ Track each Scout's advancement progress
- ☐ Complete an evaluation form at the end of camp
- ☐ Review completed merit badge applications
- ☐ Encourage the senior patrol leader to conduct patrol leaders council meetings during the week



The Senior Patrol Leader

Before Camp

- ☐ Read the Camp Leaders Guide & Program Guide. Share it with all adult and youth leaders
- ☐ Hold a patrol leader's council meeting in the spring to plan the summer camp program
- ☐ Check over troop equipment with the quartermaster
- ☐ Make tent assignments

During Camp

- ☐ Attend daily SPL meetings and report back to troop
- ☐ Maintain the troop bulletin board: fireguard, waiters, duty roster, tent assignments
- ☐ Coordinate troop's participation in camp-wide events
- ☐ Lead the troop during troop activities
- ☐ Report attendance at flag formations
- ☐ Be sure that Scouts observe quiet hours and are respectful of others
- ☐ Meet campsite inspection goals
- ☐ Complete an evaluation form at the end of camp
- ☐ Conduct patrol leaders council meetings throughout the week