



2023 Day Camp Coordinator's Guide

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Cub Scout Day Camp is five days of summer fun for Cub Scouts and Webelos Scouts!

Their days are filled with games, nature study, hikes, making wood and leather crafts, shooting bows and BB guns, water fun, singing songs and so much more!

Day Camp is held Monday through Friday from 8:30 am to 3:30pm at two different dates and locations listed below.

2023 DAY CAMP DATES & LOCATIONS

District	Date	Location
Seneca	July 10 - July 14	Godfrey's Pond-Batavia, NY
Nundawaga	July 17 - July 21	Camp Sam Wood-Portageville, NY

2023 DAY CAMP FEE STRUCTURE

Status	Date	Fee
On-Time Registration	Payment received in full on or before June 2nd, 2023.	\$125 Per Scout
Late Registration	Payment received after June 2nd, 2023.	\$140 Per Scout

The Camp Coordinator may register any campers by submitting:

- The Pack Registration form
- Individual Scout Form for each Scout (**with T-shirt sizes indicated for each Scout**)
- Completed Individual Medical forms for each Scout.

The Camp Coordinator may register additional campers after June 10th by submitting the documents listed above but will be charged the Late Registration fee.

- Establishes your Pack's registration process, distributes the registration paperwork and helps parents with paperwork questions.
- Submit the completed pack registration forms, medical forms, and full fees to the council office by the proper due dates.
- Be available by phone or e-mail to answer any questions your parents and scouts may have before attending camp.
- Coordinates the transportation.
- Recruits the necessary adults to accompany, assist, and supervise your Scouts at Camp each day.

IMPORTANT DATES

Camp Promo Presentation - SCHEDULE YOURS TODAY

Summer Camp Program Launch - Wednesday, March 1st, 2023

On Time Registration Due Date - Friday, June 2nd, 2023

PACK LEADERSHIP

IN ORDER FOR YOUR SCOUTS TO ATTEND AND REMAIN AT DAY CAMP, YOUR PACK WILL NEED TO PROVIDE ENOUGH ADULT LEADERSHIP TO ACCOMPANY, ASSIST, AND SUPERVISE YOUR PACK'S DAY CAMPERS.

Day Camp Coordinator

- Your Pack's Day Camp Coordinator is the primary contact who the Camp Director will use to contact your pack.
- The Pack's Day Camp Coordinator is the person who Promotes Day Camp at Pack meetings and arranges a Camp Promotion Presentation with Council.

Leadership and Supervision Required

- Your Pack will need to provide at least two adults to accompany, assist, and supervise the first 4 scouts and one more additional adult for every 4 additional scouts.
- Pack adults who choose to work on Day Camp Staff program areas will be pre-occupied and can't serve as pack or den leadership.

Camper Health and Safety

- Each camper's Individual Annual Health and Medical Form must be filled out in total, including people who are authorized to pick up the Scout during the day.
- If a Scout from your Pack has a condition that requires emergency medication be given almost immediately upon an occurrence, (epi-pen) the camper's health form must reflect who is allowed to carry and administer the medication to the Scout. That person must also be always with the scout and must identify themselves to the Camp Health Officer.
- If potentially severe weather has caused local officials to order the closure of Day Camp for the day, the designated on-site Pack Leader must have an emergency contact list

including the names and phone numbers of both parents and emergency drivers.

A copy of the Pack Daily Leadership form listing your tentative pack Leadership must be turned in at the time full fee payment is made. Submit a final version to the Camp Director the first day of camp at the leaders' meeting. Mark the Day(s) of the week each adult will attend and make sure they are Youth Protection Trained.

Upcoming Camp Dates

Cub Scout Camp Program Launch

This is a meeting for Cub Masters and Camp Leaders. We'll host the meeting virtually and in-person at the Council's Oakfield Service Center. This meeting will provide you with all the information your Pack needs to complete your planning for camp, including the final edition of the 2023 Program Guide.

WHEN? Wednesday, March 1st, 2023 6:30PM

WHERE? Oakfield Service Center & by Zoom

WHO? All Day Camp and Resident Camp Pack Camp Coordinators

We will have exciting new program information. Make sure someone from YOUR Pack is in attendance. All 2023 registration forms will be available as we officially launch our 2023 Camp season!



2023 CUB SCOUT DAY CAMP GENERAL PARENT INFORMATION

Daily Program Schedule (sample)

Monday thru Thursday		Friday	
Arrive	8:30	Arrive	8:30
Opening Ceremony	9:00	Opening Ceremony	9:00
Program Sessions	9:15	Program Sessions	9:15
Lunch	11:35	Lunch/family Picnic	12:00
Program Sessions	12:45	Program Sessions	12:50
Closing	3:10	Closing	2:10
Scout Pick up	3:30	Scout pick up	3:30

- Late arrival and Early Departure
Campers who arrive late must check in at the Camp Registration area before joining their group. Campers leaving early must check out at the Registration Area before leaving.

- Visitors
Visitors are welcome, but they must register at the Camp Registration Area upon arrival and check out upon departure.
- Camp Uniform
Day camp will provide a T-shirt for your scout. T-shirts are a part of our security and must be worn every day.
- Inclement Weather
Day Camp will be open daily regardless of weather. During severe weather the campers are brought undercover. If camp needs to be closed, your Pack On Site Leader will contact you or a person designated on your son's medical form.
- Transportation
Transportation to and from camp is the responsibility of the parent and/or Pack. If carpools are used, BSA policy requires that there be a seat belt for each Scout along with a signed note from the parent allowing transportation.
- Trading Post at Nundawaga Day Camp Sites
A trading Post is available for snacks, cold drinks, and souvenirs.
- Webelos Thursday Overnight at Nundawaga Day Camp
All Webelos are invited to attend an overnight on Thursday, July 20 at CSW.
- Items not Allowed in Camp
Smoking, alcohol, pets, controlled substances, fireworks, firearms, knives, and any portable electronic devices.
- Lunches
Everyone attending camp must bring lunch on Monday - Thursday. Your Pack should provide a cooler to store your campers' lunches.
- Friday Lunch Program
The family picnic begins at 12:00pm Friday and is followed by an afternoon program. Parents and siblings are invited to join us for the Friday picnic. A head count and fee of \$5.00 per visitor must be submitted on Monday's arrival at camp. The Cub Scout camper's lunch is included in the camp fee.
- Advancement
Camp is not advancement based, but there will be many opportunities for your scouts to earn Achievements, Electives, and Activity Badges. We ask that the leaders keep track of what advancements their scouts have completed during camp so that they may be properly recorded by their advancement chair.
- Discipline
Discipline is the Pack's responsibility. A disruptive scout will be verbally warned to improve his behavior by their pack leaders. If the scout fails to improve their behavior, the Camp Director will take appropriate action. This could include calling the scouts' parents to remove their child from camp.

REFUND POLICY

All requests must be received by August 31, 2023, and must have the unit leader's signature to be considered for a refund. Also, we must be notified PRIOR to or during check in that a Cub Scout is not going to be in camp. All requests will be subject to a \$25 cancellation fee. Refund requests received after August 1st will be subject to a 50% cancellation fee. Requests for refunds received after August 31 will not be considered. BASIC FEES ARE TRANSFERABLE AMONG CAMPERS WITHIN THE UNIT.

The ONLY circumstances under which refunds will be granted are as follows.

- A new State-imposed Covid protocol that disqualifies a prospective camper.
- Illness of Scout prevents their attendance at summer camp.
- Illness or death in the campers' immediate family prevents his attendance at camp.
- Family relocation makes attending camp impractical.
- Mandatory attendance at summer school, that is verifiable.
- A camper leaves camp for medical reasons (HOME SICKNESS IS NOT CONSIDERED A REFUNDABLE MEDICAL REASON.) Must be certified by the Camp Health Officer or Camp Doctor. In such cases, the camper will receive a pro-rated refund for the unused portion of the camp fee if the unused portion constitutes two or more days and the medical excuse is not due to horseplay or negligence of said camper.