

Contact Information

Rota Kiwan Scout Reservation

6278 texas drive
kalamazoo, MI 49009

(269) 375-0027
www.rkadventures.org

Office Hours:

Our office is staffed from June 15 until August 5 from 7:00 AM - 6:00 PM Monday through Friday.

Camp Director - Robert Silvernail

Year-Round Office (517) 258-1124
Cell (517) 488-3597
Email Robert.Silvernail@scouting.org

Program Director - Eloise Tipton

Cell (269) 352-1795
Email etipton1480@gmail.com

About Rota Kiwan Scout Reservation

At Rota Kiwan Scout Reservation you will find 200 acres of beautiful terrain dotted with oak, pine, maple, cedar and poplar. Rota-Kiwan Scout Reservation has frontage on Bass Lake and Scouter's Pond. Fish and wildlife are plentiful. The camp is rich in program, a perfect setting for youth to experience real adventure!

Rota Kiwan focuses on the elementary aged camping experiences with theme based campsites, complete with nearby modern shower houses and flush toilets. Major activity areas include aquatics, shooting sports (BB Gun and Archery), ecology conservation (nature), outdoor living skills, a fine arts area (photography and Videography) and many other exciting program opportunities.

About The Michigan Crossroads Council

Serving over 68,000 young people between 6 and 20 years of age and 23,000 adult volunteers in 66 counties throughout the Lower Peninsula, the Michigan Crossroads Council is America's largest Boy Scout council and provides one of the nation's foremost youth programs of character development and values-based leadership training. For over a century, youth have joined Scouting for fun, adventure, strong friendships, the opportunity to be their best, and to learn about possible future career opportunities. As a part of the Scouting Program, these scouts earn badges which not only teach them new things but also allow them to explore possible hobbies or career paths. In addition, Scouting members provide thousands of hours of service to their community each year ranging from neighborhood cleanup and collecting school supplies to park beautification and annual food drives.

Welcome to Summer Time Adventure Camp! This guide is designed to outline and describe the opportunities available to your children during their time at camp. Please note that some of this information will be subject to change and activities can vary slightly from session to session. For example, changes in weather or accommodations, quantity of adult volunteers, and the number of Scouts participating in an activity or session may require adjustments or alternative arrangements.

Summer Time Adventure Camp is an active outdoor program. The 5-day program offers age-appropriate program and activities for children ages six through ten. Children will be able to try their hands at a variety of activities, including swimming, fishing, archery, gardening, campfires, songs, and nature programs. In addition to traditional camp activities, we will be offering S.T.E.M. (Science, Technology, Engineering, & Math) related activities in our brand new S.T.E.M. Center! All activities at camp are supervised by trained camp staff. Our goal is to provide memories that your child will cherish throughout their lifetime.

If you have any questions, comments, or concerns regarding the programs offered at camp, or if you are interested in volunteering your time for a day, a week, or the whole summer- please do not hesitate to contact the team.

Sincerely,

Robert Silvernail
Camp Director

Camp Guidelines and Procedures

Dress Code

When packing for camp, please take into consideration the climate/environment (physical setting) of camp, as well as the wide variety of activities your camper will be participating in. Typically, comfortable attire (not too tight and not too loose) is appropriate for most camp activities. Because campers may be doing activities such as bouldering, hiking, sports games, etc. it is important to wear clothing appropriate for such activities. Tight fitting clothing, short shorts, halter tops, tube tops, smocks, flip flops and overly loose or baggy shorts are not suitable and best left at home.

Note: All campers must wear close-toed shoes at all time. No flip-flops or open-toed sandals!

Check In and Check Out

Everyone (campers, leaders, staff, visitors) who enters or leaves camp during the week must check in and out of camp at administration office. All adults, campers, and visitors must wear wristbands at all times.

No Smoking

The Boy Scouts of America prohibits smoking on all camp properties. **Smoking in any building, tent, or within 50 feet of a door to a structure is prohibited by LAW.** Please refrain from smoking on camp property. This includes smokeless tobacco, eCigarettes, and vaping.

No Alcohol

Alcohol does not have any place at camp. Do not bring any alcohol to camp under any circumstances.

Closed Areas

Program areas are off limits when closed. Staff areas are off limits to campers and parents except in case of emergencies.

Swim Checks

No one may use an aquatics area until they furnish a current health form and take a swim check conducted by OUR aquatics staff. Due to the inherent dangers of lake swimming, the only exception to this rule is if a pre-camp swim check was complete at an approved Michigan Crossroads Council facility.

Vehicles

Vehicles are to remain in designated parking areas unless authorization is given by the Camp Director. No one is allowed to ride in the back of pick-up trucks or trailers.

Flames & Fuels

No fires or flames inside the tents. All tents must have "No Flames in Tent posted."

Prohibited In Camp

The following are absolutely prohibited on camp property: fireworks and explosives of any kind, sheath knives, pets, personal firearms or ammunition, alcoholic beverages, illegal drugs, water balloon launchers and slingshots.

Internet and Social Media

We strive for effective, positive, and open communication with our campers, parents, and the community. As such, we have policies in place that protect your child and our counselors' safety. While the internet is a great communication tool, we recognize the risks involved.

Counselors are instructed not to share personal contact information such as email addresses, phone numbers, or to connect via social media (Facebook, Snapchat, etc) with campers or parents. If you or your camper would like contact a staff member, you may do so in one of the following ways:

Phone

You can reach them through the camp phone number: (269) 375-0027

Email

Emails can be sent to the Camp Director at Robert.Silvernail@scouting.org and they will be shared with the counselor.

Snail Mail

This is the best way to reach your counselors year-round. Mail can be sent to camp at the following address:

Rota Kiwan Scout Reservation
C/O Counselor's Name
6278 Texas Drive
Kalamazoo, MI 49009

Rota Kiwan Facebook Page

We invite you to like the 'Rota-Kiwan Scout Reservation' page on Facebook! We'll be posting photos of our program, announcements, and in the event of an emergency or cancellation we will use this as one of our communication outlets.

Health and Safety

Arrival and Departure Procedure

All children must be brought into the program and signed in by parent (or other authorized person 18 years or older) on the sign-in/out sheet located at the designated check-in area. You must sign your first and last name. At pick-up time parent (or other authorized person 18 or older) must enter the building, notify the staff and sign out the child on the sheet. All persons picking up a child must be listed on the emergency information card.

Child Release Policy

As a condition of providing child care services, the parent, or child's guardian must supply the names of at least three individuals to whom provider may release the child in the event of an emergency. Provider will not release the child to any individual whose name does not appear on the child information card. Before provider releases the child, the staff will require that the individual show a positive identification in the form of a valid Driver's License or State ID. Other forms of identification are not acceptable. Parent must be aware that the provider and staff are not properly trained to make assessments relating to intoxication or other impairments and therefore assume no responsibility to assume the competency or condition of any individual appearing to pick-up the child. Should a parent wish to have a one-time special exception to allow an individual not listed on the card to pick the child up, parent must leave a signed, dated, written note with the provider the morning of the release date. Provider assumes no responsibility for any injury or harm to the child who has been released to a person on the child release card. Provider and staff respect the family's privacy, however, where other questionable child release situations occur; the provider has a duty to maintain its role as the child's advocate. With respect to child custody disputes, until custody has been established by a court order, neither parent may limit the other parent from picking up the child, and the provider will release the child to a known, identified parent. Should a parent not be able to pick-up a child, provider must have a court order with a stamped seal.

Health Office

There is a full time, certified Health Officer in camp. State of Michigan Department of Industry Services dictates that all campers' medications must be kept under the protection and supervision of an adult. They must be kept locked at all times and dispensed by an adult. All medications must be in their original containers. Medications should be turned in to the Health Officer for storage and dispensing. All injuries must be reported to the Health Officer. Watch for allergic reactions to food, plants or insect bites, as this may be the first time the campers are exposed to these things. Close toed shoes must be worn at all times. With simple precautions and common sense, camp accidents can be avoided. You will be briefed on the emergency plan in case of fire, severe weather, lost swimmer, or lost camper. In the event of an emergency, campers and staff follow the directions of the Camp Director, Program Director, and/or Health Officer.

Child Protection ACT

The following policy is adopted pursuant to administrative Rule 115 of the Michigan Department of Health Services:

Camp staff and volunteer leaders will report all suspected incidents of child abuse and/or child neglect to the Camp Director. "CHILD ABUSE" means harm or threatened harm to a child's health or welfare by a person responsible for a child's health or welfare which occurs through non-accidental physical or mental injury; sexual abuse including violation of Section 145c of Act 328 or Public Acts of 1931, being Section 750.145c of the Michigan compiled laws; or maltreatment. "CHILD NEGLECT" means harm to a child's health or welfare which occurs through negligent treatment, including failure to provide adequate food, clothing, shelter, or medical care. Suspected incidents of child abuse and/or child neglect will be reported to the Camp Director irrespective of geographical location of the suspected occurrence. The Camp Director will investigate all allegations of child abuse and child neglect referred by camp staff and volunteer leaders. Upon verification of information, regarding suspected child abuse and/or child neglect, the Camp Director in consultation with the Scout Executive, will notify the appropriate governmental agency. No camp staff member or volunteer leader will be prevented from notifying an appropriate governmental agency when a suspected incident of child abuse and/or child neglect is reported. All camp staff members and volunteer leaders will monitor and enforce Act No. 238PA of 1985 as amended.

Youth Protection Policies

The Boy Scouts of America believes that its top priority is to protect the safety of children. The BSA has developed "Barriers to Abuse Within Scouting" that create safer environments for young people involved in Scouting activities. All Scout leaders must comply with these policies. Violations of these policies put Scouts at risk and will result in disciplinary action, including expulsion from camp and revocation of membership. All camp staff members are required to understand these policies and report any suspected violations as directed by the camp director.

- Two-deep leadership
- No one-on-one contact
- Respect of privacy
- Separate accommodations
- No secret organizations
- Appropriate attire
- Constructive discipline
- Youth leader training and supervision
- Member responsibility
- Unit responsibilities
- Prohibition of hazing
- Prohibition of bullying

Physical contact between adults and youth should be kept to a minimum. Using common sense, it is acceptable to shake hands, pat a child on the back, or touch when demonstrating or teaching a skill, such as first aid, or when taking action to prevent an accident. Giving long hugs or massages, or wrestling are examples of inappropriate contact with a child. All campers are expected to conduct themselves in accordance with the principles set forth in the Scout Oath and Scout Law. Physical violence, hazing, bullying, theft, verbal insults, ethnic slurs, crude or sexual jokes, pornography, demeaning behavior, and drugs and alcohol have no place in Scouting and may result in discipline up to, and including, the revocation of membership.

Cameras and Imaging Devices

Although most campers, leaders, and staff members use cameras and other imaging devices responsibly, it has become very easy to invade the privacy of individuals. It is inappropriate—and may be a violation of the law—to use any device capable of recording or transmitting visual images in shower houses, restrooms, or other areas where privacy is expected by participants. If camp staff is made aware of this violation, then staff members should immediately confiscate the camera or device and turn it over to the camp director.

Bullying

Bullying always involves one person or group trying to intimidate a target (victim)—often repeatedly. It might involve a physical act: hitting, kicking, biting, or shoving. It might also involve verbal or emotional abuse: teasing, put-downs, name-calling, hazing, hurtful joking, or intimidation. Bullies also sometimes use racial or sexual slurs or make threatening gestures. Bullying usually takes place out of the sight of adults. As a result, boys frequently don't show how much bullying upsets them and often remain silent. The bully often threatens reprisals for "telling." The victim also may think adults won't or can't help him, or he may feel ashamed for not defending himself. Bullying is not a "right of passage" or simply part of growing up. The fear and anxiety of bullying causes kids to not only avoid bullies but also the places where they hang out, including camp activities. And far from "toughening up" targets of bullying, bullying can devastate their self-esteem and self-confidence. If the behavior continues, the victim may suffer long-lasting feelings of isolation and sadness—even depression. Bullying even affects groups, as other members might wonder if they will be the next targets. Bullying in all forms is prohibited in Scouting.

If you would like to know more about the Boy Scouts of America's Youth Protection Policies, please visit <http://www.scouting.org/YouthProtection>

Behavior Management

All behavior management issues will be dealt with by the counselors in camp with the Scout or Scouts involved. When needed, the Camp Director and other Camp Staff can be of assistance.

Corrective action will be in accordance with Local State and Federal Laws. Examples of discipline may be time outs, restriction of activities, cleaning designated areas, service projects, conferences, and removal from camp. All of these will be implemented in a positive manner with an explanation to the Scout so they understand what they did and what the consequences are.

It is the policy of Rota Kiwan Scout Reservation that under no circumstances will a camper ever be deprived of food, sleep, clothing, and/or shelter. They shall not be placed alone without supervision, observation, and interaction and shall not be subjected to hazing, ridicule, threat, corporal punishment, excessive physical exercise, or excessive restraint.

All Campers or Staff Members under the age of 18 will be kept in safe, positive environment and we expect all adults, including Camp Staff, will adhere to the this policy as stated.

In the event a camper is subject to a violation of one of the above policies, the Camp Director will be notified. The Camp Director will notify Michigan Crossroads Council Leadership and take appropriate action as necessary. These actions may include Michigan Sheriff involvement and/or Kalamazoo Child Protective Services involvement.

Health Forms

This form can be found at http://www.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf. BSA's health form includes a personal health history, which is essential should a child become ill or injured at camp. Be sure it is completely filled out with all required signatures and submitted on time.

The Health Form's front page requires a listing of the people whom a Scout can be released from camp with. By State Law, without this authorization the camper can only be released to the parent or guardian who signed this form. Thus, please don't overlook the other parent or guardian if applicable.

Due to State Law, we must keep your health form on file for three years. This means we cannot give your copy back to you after your week is over.

The current version of the National BSA Health form must be completed within the 12 months prior to arrival at camp. In addition, the parent or guardian must complete the health form for minors. This form needs to be filled out completely. There must be a parent signature. If we do not have a signature, then your scout will not be allowed to stay at en enjoy his time at camp until it is complete

Daily Schedule

7:00 AM	Early Drop-off Begins	Activity Field
8:00 AM	Drop-off and Gathering	Activity Field
8:45 AM	Opening	Activity Field
9:00 AM	Program Session 1	Program Areas
10:15 AM	Snack and Break	Program Areas
10:30 AM	Program Session 2	Program Areas
11:45 AM	Gather for Lunch	Dining Hall
12:45 PM	Recess/Rest Period	Dining Hall/Parade Field
1:15 PM	Program Session 3	Program Areas
2:30 PM	Program Session 4	Program Areas
3:45 PM	Camp-wide Activity	Various Areas
5:00 PM	Camp Closing	Activity Field
6:00 PM	Late Pickup Ends	Activity Field

Packing List

What To Wear

- Comfortable Shoes
- Close-toed shoes for running, climbing, and romping around in the woods! NO SANDALS OR CROCS!
- Sunscreen. Remember to apply this at home before you start the day, and bring more along.
- Bug spray (Please no aerosol types)
- Hat
- Sunglasses

What to Bring

- Water Bottle
- Swimsuit and Towel
- Rain Jacket or Poncho

What to Put It All In

We recommend sending these items along in a backpack. Doing so makes it much easier for your child to carry and keep track of their belongings.

What NOT to Bring

Please do not allow your child to bring any valuables, iPods, video games, radios, iPads/tablets, or computers. If any of these items are brought, campers will be asked that it remain in their backpack. If the item becomes a problem or distraction to the program or other campers, it will be confiscated and held in the camp office to be returned when the camper is picked up for the day.

A Note About Cell Phones

We understand that in today's society cell phones are everywhere. They are a great tool, but can also be a huge distraction. We ask that any cell phones brought along are left on silent and placed in backpacks, only to be used during appropriate break times and lunch. If a cell phone becomes a problem or distraction, it may be confiscated and held in the camp office to be returned when the camper is picked up for the day.

Lost and Found

Regardless of how careful we are, it is inevitable that some items will be misplaced throughout the week. Properly labeled or marked items are always easier to get back to their owners, so be sure to put your child's name on everything you possibly can. Lost & Found will be displayed at the end of each day of Day Camp as well on Thursday's Family Night; unclaimed items will be kept by the camp for two weeks. If not claimed, will then be donated to local charities.

Refund Policy

Please visit the website below for full refund policy details.

<http://michiganscouting.org/outdooradventures/outdoor-adventures-forms-resources/>

Note:

There are significant modifications to the Michigan Crossroads Council Payment/Refund Policy for summer camp 2016. The significant change is the value basis for refunds. Just as in prior years, if a participant cancels their reservation more than 30 days prior to the start of the event (the day their session starts), they are entitled to a refund. The cancellation fee is now, however, based on 15% of the value of the reservation and not the amount of fees paid at the time of cancellation. Likewise, there is still no refund for cancellations made less than 30 days before the start of the event. For example; if a Scout cancels his summer camp reservation 30+ days prior to the start of camp and has only paid \$50 toward his total camp fee of \$140, the 15% cancellation fee is \$21 (15% x \$140, not 15% x \$50) and the subsequent refund would be \$5 in this case. If a Scout cancels his reservation less than 30 days before the start of the event (and is not replaced by the unit) there is no refund