

SCOUTS BSA RESIDENT CAMP

# LEADERS

# GUIDE



GERBER SCOUT RESERVATION

# Welcome to



# GERBER SCOUT RESERVATION

## DEAR SCOUT LEADERS:

Our beloved Gerber Scout Reservation has, for over seventy years, provided our Scouts, Leaders, and families legendary Scouting experiences and memories of grand fellowships, adventures, and lifetimes of enhanced Scouting values!

With the inclusion of our Betty Ford Cub Scout/Webelos Adventureland in 1999, and the DeVos Family Venture Base in 2010---Gerber Scout Reservation has proudly served well over half a million Scouts and Leaders since 1951.

Your Camp Staff and I are committed, in 2024, with carrying on our proud traditions of outstanding dedication to customer service, "First Bar None" programs, fair value food service, and staff energy and dedication. We are all-in on our Michigan Crossroads Council's promise of Building Legendary Camp Service!

I promise YOU that we will do everything that we can do to far exceed your expectations again this summer!

My Best  
Marie Becvar  
Camping Director

### **BSA MISSION STATEMENT**

It is 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

### **SCOUT OATH**

On my honor I will do my best,  
To do my duty to God and my country, and  
To obey the Scout Law. To help other people  
at all time, To keep myself physically strong,  
mentally awake, and morally straight.

### **SCOUT LAW**

**A Scout is:**  
Trustworthy, Obedient, Loyal,  
Cheerful, Helpful, Thrifty,  
Friendly, Brave, Courteous,  
Clean, Kind & Reverent

*It is the policy of the Michigan Crossroads Council to ensure a camping experience without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national orig in, genetic information, or any other characteristic protected by law. The Michigan Crossroads Council prohibits any such discrimination or harassment.*

# CAMP ADMINISTRATION

## CHECK-IN

The staff of GSR pledges to do everything possible to ensure that you and your Scouts pass through the check-in process as efficiently as possible. Immediately upon arrival at camp, your unit will be assigned a Unit Host, a member of the camp staff, who will assist your unit throughout the check-in and check-out process. There are, however, several things you can do to expedite the check-in process:

Check-in at your appointed time at the Administration Building.

- Have the following items ready with you BEFORE check-in:
  - 3 copies of your completed Unit Roster
  - Your Scout & Adult Leader Health Forms - in alphabetical order
  - Your Adult DHS Registry Clearance Forms
  - Proof of Adult Registration for ALL Adult Leaders attending camp during the week
- Swimsuits: Be sure your Scouts are wearing their swim suits upon arrival or at least have them close at hand and ready to wear for their swim test. The BSA Swim Test is administered as part of the check-in process.

**Appropriate attire is required while in the Aquatics Area: For males, tight fitting swim briefs or swim bottoms short enough to allow exposure are not allowed - no speedos. For females, modest tankinis or one-piece swimsuits are appropriate.**

Be ready for your Medical Check: Your whole troop stays together!

Be patient: We will do everything possible to get you settled and ready for a great week of summer camp. Inclement weather, however, can bring the entire check-in process to a grinding

halt. The general flow will be: Admin check-in, Health Checks, Swim Checks, Shooting Sports Orientation, Dining Hall Orientation, & Camp Tour (suggested for 1st year units, optional for returning units). Your cooperation and patience will be greatly appreciated!

## VISITOR POLICY

1. Visitors must check in at the office and sign in (Visitor Check In/Out Log) EACH time they visit. If you have visitors at your site, please escort them immediately to the Admin office so that they may check in.
2. ALL visitors to camp over the age of 21 MUST have a Michigan DHS Clearance Form.
3. Visitors must receive a Visitor's Wristband from the office and they must wear it while GSR property.
4. No pets are allowed anywhere in camp beyond the parking lot. Registered service animals are welcome on the property with accompanying paperwork.
5. Visitors must sign out in the Visitor's Log before departing GSR EACH time they visit.
6. If anyone should encounter a suspicious person or intruder in camp, please contact the Camp Director, the Program Director, the Camp Ranger, or a Camp Staff member immediately.
7. All Scouts wishing to check in or check out from camp must do so at the camp office. If any of your Scouts will be leaving camp early, please be sure the adult picking up your Scout is listed in the Release of Campers form.
8. No family members or guests can stay overnight unless they are registered with the Boy Scouts of America and are listed on your unit roster.
9. Please remind your unit families that the camp vehicle policy prohibits vehicles in campsites. Individuals needing special assistance can get a special vehicle permit at the camp office. This policy and other safety concerns will be reviewed weekly or as needed to ensure the safety of the campers.

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Information provided by MCC and that is common to all camps is located at the beginning of the leader's guidebook. This includes YPT, NCAP, fees, registration, blue cards, BSA policies, etc. Please be sure to read that section in its entirety before coming to camp



# PROGRAM AREAS

## SHOOTING SPORTS

Our experienced range staff provide quality instruction for Scouts with all levels of skill. Participants will find range areas for archery, shotgun, rifle, hatchet, and ax throwing. The shooting range areas also offer the Marksman patch which can be earned during merit badge class or in open program times. This program area is a great place to ignite a lifelong passion for range sports.

## AQUATICS

The waterfront on Big Britton Lake is a great place to spend all or part of your day. At the marina, the GSR fleet of sail boats is ready for merit badges or sailing practice during open program times. You will also find amazing instructors for kayaking, canoeing, and standup paddle board. Row boats are available for some old school trips around the lake.

In the swimming area, fully trained lifeguards make learning to swim fun! Our guards also facilitate merit badge sessions for life saving and swimming. You can also join the mile swim and BSA lifeguard courses.

Adult Scout leaders can come to the Aquatics area for Aquatics Supervision training.

## FISHING

On the north side of Big Britton is our 40 Ft fishing pier. Our dedicated fishing staff help Scouts learn fly fishing and fishing techniques for Bass, Pumpkin Seeds, Blue Gill, and Pike. We have a good selection of fishing gear for you to use or you are welcome to bring your own. Although merit badge sessions are available, you are welcome to “catch and release” fish anytime during your stay.



## ENVIRONMENTAL RESOURCE CENTER

Welcome to the ERC and the study of nature! The staff in this area are excited to explore with you all of the wonderful things that can be found in our world, from the tiniest insects, the cold blooded creatures that live in and near the streams and lakes, and the warm blooded creatures that inhabit our ecosystems. You'll have the opportunity to explore and observe nature at it's finest and learn how to care for the world we live in. And, oh yes, you can even learn about and experience the sky and all of it's beauty as well.



## INDUSTRIAL ARTS

We love our forging program so much that we have 2 new propane forges to help scouts create even more exciting metal crafts. Scouts love the "heat" in our open shop area. They can come to the merit badge sessions, join in branding during open programs, or take a specialty class in the evening.

**Added this year: Automotive maintenance, electricity, and home repair merit badges.**



## WELDING SHOP

Join our experienced staff for the welding merit badge. You will have all the tools needed to earn the merit badge. Even if you are familiar with welding, this program area has lots to offer for building skills that will be helpful for your whole life.

*"At Gerber Scout Reservation we value the unique experience of the summer camp Merit Badge Program. Everything we do to fill a requirement is designed to help the youth have an exciting and meaningful experience." – Keith Oliver*

# PROGRAM AREAS

## SCOUTCRAFT

Want to practice Scouting skills like knots, lashes, fire safety, and pioneering? Then this is the area for you! One of our favorite sessions is Sign, Signals, and Codes. Sessions to keep experienced Scouts active include Orienteering, Wilderness Survival, and Emergency Preparedness.



## DEYMAN LODGE

Eagle required merit badges are difficult to earn so we have a special building where older Scouts can participate in Communication, public speaking, and citizenship in the world. Scouts can also use the independent study session to visit with our Eagle project experts and work on other Eagle required merit badges.



## CLIMBING

Our climbing tower is “CRACKED”! Come try out our new element The Crack. This new challenge is part of our already legendary climbing tower. The GSR team is trained and ready to help you develop your climbing, repelling, and zipping skills during merit badge sessions or in open program times.

## WHAT’S INDEPENDENT STUDY?

Programs areas have a selection of merit badges that Scouts can choose to work on at camp, at their own pace with supervision by our staff! They can even come with partially finished merit badges if the merit badge is being offered in an independent study session. If you are a merit badge councilor for any of the offerings, please let us know.





## COPE

COPE is an acronym for Challenging Outdoor Personal Experience. It comprises a series of outdoor challenges, beginning with basic group initiative games and progressing to more complicated low-course and high-course activities. Some of these events involve a group effort, whereas others test individual skills and agility. Participants climb, swing, balance, and jump, as well as think through solutions to a variety of challenges. Most participants find that they can do much more than they initially thought that they could.

Project COPE is an exciting outdoor activity that can attract and keep older Scouts in Scouting. It is designed to meet the needs of today's youth who are seeking greater physical and mental challenges. The underlying goals of a Project COPE course are consistent with the methods of Scouting. Group activities are ideal for emphasizing the patrol method and developing leadership. Individual activities help promote personal growth. Participation is entirely voluntary. **Participants in the COPE program will develop skills in the following eight areas:** • Planning • Leadership • Communication • Problem Solving • Teamwork • Decision Making • Trust • Self



Both Scouts (at least 14 years of age) and Adult Leaders are eligible to participate in the COPE program during their stay at Camp Rotary. Those interested in participating in COPE should sign-up online during the registration process. On-site sign-up will take place on Monday after breakfast to fill any additional spaces in the program.

**THERE MUST BE A MINIMUM OF 3 PEOPLE SIGNED UP IN ORDER TO CONDUCT PROJECT COPE. IF THE MINIMUM REQUIREMENT IS NOT MET THEN THE PROGRAM WILL BE CANCELED FOR THE WEEK!**

## BIKING

Bring your bike and helmet or use one of our new bikes to take part in the biking merit badge sessions. You can also use your bikes on our roads and biking specific trails. The Blue (5 mile), Yellow (4 mile) and Green (3 mile) trails are great places to practice your skills.

Scouts interested in business and salesmanship can take both those merit badges with our experienced trading post managers.



## FIRST YEAR CAMPER

At GSR we have built an amazing hand-on immersive first year camper program. Scouts are led by knowledgeable staff through rank advancement skill stations. These stations give Scouts time to engage and practice using hands-on and leadership development activities. This program is morning based giving Scouts the opportunity to spend the afternoon and evening in other exciting areas of camp.

Adult leaders can also participate and earn their IOLS training certificate.



## HANDICRAFT

This might be the busiest program area in camp. The handicraft staff offer a wide variety of opportunities for Scouts to show off their creative side. Come learn a new hobby, explore a new interest area, or spend time perfecting craft skills you already have.

## TAKACHSIN LODGE

The lodge has been revitalized to host the fishing merit badge. This is also the place for leatherwork and Indian lore.



## HEALTH LODGE

Not only is this the place where you can get Scooby bandaids, it is also the spot for the First Aid merit badge. The other offering is a dual merit badge public safety and fire safety. That's right 2 merit badges in one session!

Scouts interested in business and salesmanship can take both those merit badges with our experienced trading post managers.

# MERIT BADGE SCHEDULE

MONDAY -Friday					
9:00	10:00	11:00	2:00	3:00	4:00
<b>Range Sports</b>					
Rifle		Shotgun		Rifle	
				Archery	Archery
<b>Aquatics</b>					
Mile Swim	<b>Swimming</b>		Learn to Swim	<b>Swimming</b>	
Motor boating	Canoe	Kayak	Kayak	Rowing	Canoe
Small Boat Sailing	Motor boating	<b>Life Saving</b>		SUP	Small Boat Sailing
<b>Eagle Quest</b>					
First Year Camper Program		American/Scouting Heritage	<b>Cooking</b>		American/Scouting Heritage
		Exploration			Exploration
<b>Ecology Resource Center</b>					
<b>Environmental Science</b>			<b>Environmental Science</b>		Astronomy
				Independent study: nature, fishing, forestry, weather, mammal, soils and water conservation, fly fishing, insect study	
Geology	Forestry	Archeology	Weather		Geology
Soil and Water	Nature	Mammal Study	Forestry		Space Exploration
<b>Industrial Arts</b>					
Welding	Welding	Electricity	Painting	Metal Working	Metal Working
Automotive maintenance	(at shop)	Home Repairs (at shop)			
<b>Handicraft</b>					
		Independent study: music, movie making, collections, coin collecting, fingerprinting, stamp collecting, basketry, woodcarving, sculpture			
Art	Basketry		Basketry	Textile	Art
Game Design	Woodcarving		Woodcarving	Pulp and paper	Game Design
					Independent study: music, movie making, collections, coin collecting, fingerprinting, stamp collecting
Sculpture	Photography		Photography	Model design and building	
<b>Adventure</b>					
Climbing	Advanced Climbing		Climbing	Cycling	
<b>Scout Craft</b>					
<b>Camping</b>	Pioneering	Sign signals and codes	Independent study: crime prevention, hiking, traffic safety, signs signals and codes, safety	<b>Camping</b>	Orienteering
Search and rescue	<b>Emergency prep</b>	Wilderness survival		<b>Emergency prep</b>	Search and rescue
<b>Takachsin Lodge</b>					
Fishing	Fishing	Indian Lore	Leatherwork	Leatherwork	Geocaching
<b>Health Lodge</b>					
		Public health/Fire safety	<b>First Aid</b>	Public health/Fire safety	<b>First aid</b>
<b>Trading Post</b>					
American business	Salesmanship			Salesmanship	American business
<b>Deyman Lodge</b>					
					Independent study: Eagle project workbook, Communication, Family Life, Personal Management (partials)
Communication	Public speaking	Citizenship in the world	Citizenship in the world	Communication	

**\*Eagle Scout Requirement**



# PREREQUISITES

Merit Badge	Prerequisites	Notes
Archeology	7c,9	
Archery		
Astronomy	5b	weather dependent
Camping	4b,5e,7b,8d,9a,9b, 9c	
Canoeing	2	be a swimmer on buddy tag
Coin Collecting	6,7	
Collections	5b	
Communication	3,5,7,8	
Cooking	2c, 4,5,6,	
Crime Prevention	4, 7a or 7b,	It may be easier to complete 5, 5,8e before arriving at camp
Electricity	2,8,9	
Emergency Prep	1,2c,6c,8b	
Exploration	4,5	
Fire Safety	6,12	
First Aid	1,7e	
Fish and Wildlife Mgt	5	
Fishing	7	bring personal gear
Forestry	5,7	
Indian Lore	5	
Insect Study	9,10	
Kayaking	2	be a swimmer on buddy tag
Lifesaving	2a	be a swimmer on buddy tag
Metal Work	jeans required	
Motorboating	2a	
Nature	#4(a)(2), #4(d)(2)	
Photography	cyber chip	bring camera or phone with camera
Public Health	5,7	
Rifle		
Robotics	6a or 6b	
Rowing	2	
Safety	2	
Scouting Heritage	6	
Shotgun		
Small Boat Sailing	2	be a swimmer on buddy tag
Stamp Collecting	3,6,8(bring to camp)	
Swimming	2	be a swimmer on buddy tag
Traffic Safety	5	
Welding	jeans required	
Wilderness Survival	5	totin' chip, firem'n chit -will spend 1 overnight in selfmade shelter
Woodcarving	totin' chip	

# EVENTS AND ACTIVITIES

## MONDAY

Water carnival at The Beach (battle boats, duck race, and more).

## TUESDAY

Shooting Sports contests, open climb, camp wide Escape Room (GERBQuest), wilderness survival overnight, Tie Dye in the main pavilion, opening ceremony for Britton's fishing contest, Hunter Ed class.

## WEDNESDAY

FAMILY NIGHT and Patrol cooking, OA callout ceremony, Gnome Hunt.

**FAMILY night is back! Families are welcome to visit on Wednesday and take part in the OA callout ceremony. If they'd like to stay for dinner, stop by the trading post to purchase a meal ticket. Or coordinate with your troop for a potluck!**

## THURSDAY

Morning Snorkel Underwater Hike, Fishing contest final weigh-in, Night hike, Star Party, Hunter Ed class.

## FRIDAY

BBQ picnic and closing campfire



BOY SCOUTS OF AMERICA®

## ORDER OF THE ARROW

For more than 100 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long-term resident camping, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich and help to extend Scouting to America's youth. The Lodge of the Michigan Crossroads Council publishes the procedures which govern elections in units each spring.



# WEEKLY SCHEDULE

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7:00 AM		Reveille	Reveille	Reveille	Reveille	Reveille	Reveille
8:00 AM		Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
9:00 AM		MB Session #1	MB Session #1	MB Session #1	MB Session #1	MB Session #1	
10:00 AM		MB Session #2	MB Session #2	MB Session #2	MB Session #2	MB Session #2	
11:00 AM	Staff Meeting	MB Session #3	MB Session #3	MB Session #3	MB Session #3	MB Session #3	
12:00 PM	Camp check-in & Swim Tests	Lunch	Lunch	Lunch	Lunch	Lunch	
1:00 PM		Rest Period	Rest Period	Rest Period	Rest Period	Rest Period	
2:00 PM		MB Session #4	MB Session #4	MB Session #4	MB Session #4	MB Session #4	
3:00 PM		MB Session #5	MB Session #5	MB Session #5	MB Session #5	MB Session #5	
4:00 PM	Site Set-Up	MB Session #6	MB Session #6	MB Session #6	MB Session #6	MB Session #6	
5:00 PM		Free Time	Free Time	Free Time	Free Time	Free Time	
5:30 PM	Opening Ceremony	Evening Flag	Evening Flag	Evening Flag	Evening Flag	Evening Flag	
6:00 PM	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	
7:00 PM	Leader's Mtg	Open Program + Merit Badges	Open Program + Merit Badges	Open Program + Merit Badges	Open Program + Merit Badges	Closing Fire Bowl 7:30PM	
8:00 PM	FREE TIME						
9:00 PM	Opening Fire						
10:00 PM	Lights Out	Lights Out	Lights Out	Lights Out	Lights Out	Lights Out	Lights Out

# UNIT EQUIPMENT CHECKLIST

Every Unit at camp should take a few minutes to determine if it has everything necessary for a quality program. The following is only a suggested list of items to take to camp - consult the Scoutmaster's Handbook for a more detailed list.

## SUGGESTED UNIT EQUIPMENT CHECKLIST

✓	PAPERWORK
	This Leader's Guide - and Accompanying Camp Guide
	Completed & Checked BSA Health Forms & Release of Campers Forms (as applicable by camp)
	State of Michigan Central Registry Clearance Letters for all 21+ Year Old Adults
	Proof of BSA Membership for all 18+ Year Old Adults
	Merit Badge Pamphlets (for each merit badge a Scout in your Unit is taking)
	Pre-Camp Swim Check Forms (if applicable)
	Campfire Skits & Songs Ideas/Book
	Unit Record Book with Advancement
	The Scoutmaster's Handbook
	Copy of Current YPT certification
✓	CAMPSITE
	Dining Fly (suggest one per patrol)
	Wash Basins (wash, rinse, sanitize)
	Camp Stove
	Propane (make sure to follow your camps' Chemical Fuel Policy as applicable)
	Coffee Pot (or other means for boiling water)
	Unit & American Flags
	Lockbox / Lockable Storage for Valuables
	Lantern(s)
	Rope or Binding Twine
	Clock
✓	HEALTH & SAFETY
	First Aid Kit
	Lockbox / Lockable Storage for Medications + Medication Log Sheet (provided by camp)
	Hand Sanitizer

# HEALTH & SAFETY

## HEALTH LODGE/HEALTH SERVICES

The Health Lodge will be staffed full time during summer camp by an appropriately certified adult (per NCAP standards). This individual will provide medical care within the scope of their certification only.

Any injury or illness that requires additional skill will be referred to a local urgent care center or emergency room. Both Mercy Health Care in Muskegon and Spectrum Health in Fremont may be used for this type of care. When possible, the camper will be transported by the camp commissioner staff and accompanied by an adult leader. In some cases, the unit leader may be asked to transport and should have another adult accompany them.

Campers who receive treatment off-site should report to the Health Officer upon returning to camp and should provide copies of diagnosis and treatment instruction to the Health Officer.

\*All injuries, accidents, and illnesses should be reported to the Health Officer and/ or Camp Director immediately.

## MEDICATION

The State of Michigan has strict guidelines regarding the dispensing of medication which MUST be followed without exception.

- All medications, prescription and OTC, must be kept locked at all times.
- Medications requiring refrigeration will be kept in the health lodge.
- All medications, prescription and OTC, must be listed on the health form.
- All prescription medication must be in the original container and given as noted on the label, exceptions must be accompanied by a doctor's note.
- All OTC medication must be in the original container and dispensed per the parent's instruction on the health form.

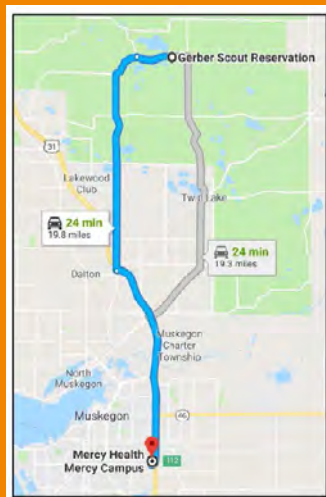
\*Medication boxes with locks will be available to all units upon request. Medication logs may be downloaded or will be available at check-in and should be used for all participants, youth and adult. Please turn in medication logs at check-out (they will be kept with your health forms),

## MEDICAL EMERGENCIES

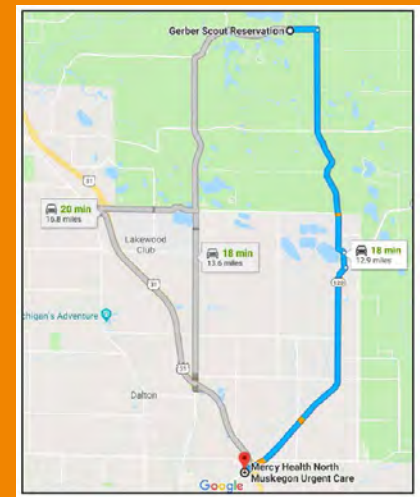
**ALL ACCIDENTS AND ILLNESSES SHOULD BE REPORTED TO THE HEALTH OFFICER AND/OR CAMP DIRECTOR IMMEDIATELY.**

- Injuries and illnesses requiring attention beyond the training of the Health Officer will be referred to the local urgent care center or hospital emergency room.
- Transportation for non-life threatening situations will be provided by camp commissioner staff whenever possible. In some cases, the unit leadership may be asked to provide transportation. Two-deep leadership is required in all situations. A parent may transport their own child if they prefer.
- For more serious and/or life threatening situations, Gerber Scout Reservation has an agreement with local emergency response teams.

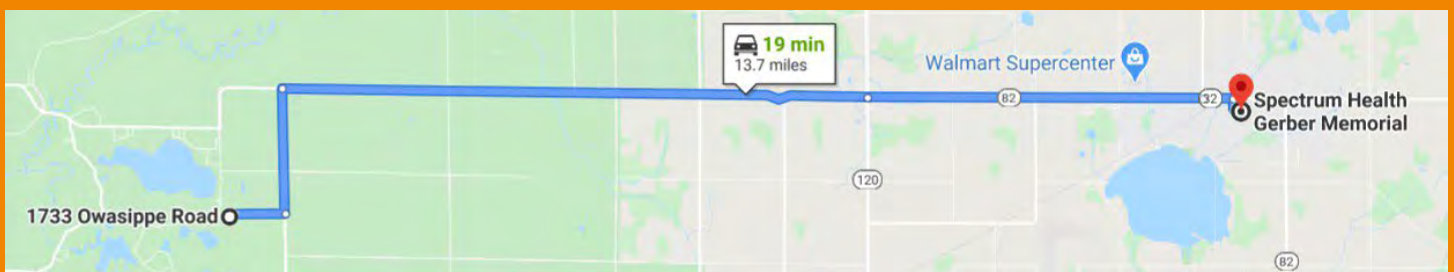
Mercy Health  
Mercy Hospital Camps  
1500 E Sherman  
Muskegon, MI 49545  
231.672.2000



Mercy Health  
North Muskegon  
Urgent Care  
2006 Holton Rd.  
Muskegon, MI  
49545  
231.672.3660



Spectrum Health Gerber Memorial  
Walk In Clinic & Emergency Room  
212 S Sullivan Ave, Fremont, MI 49412, 231.924.3300

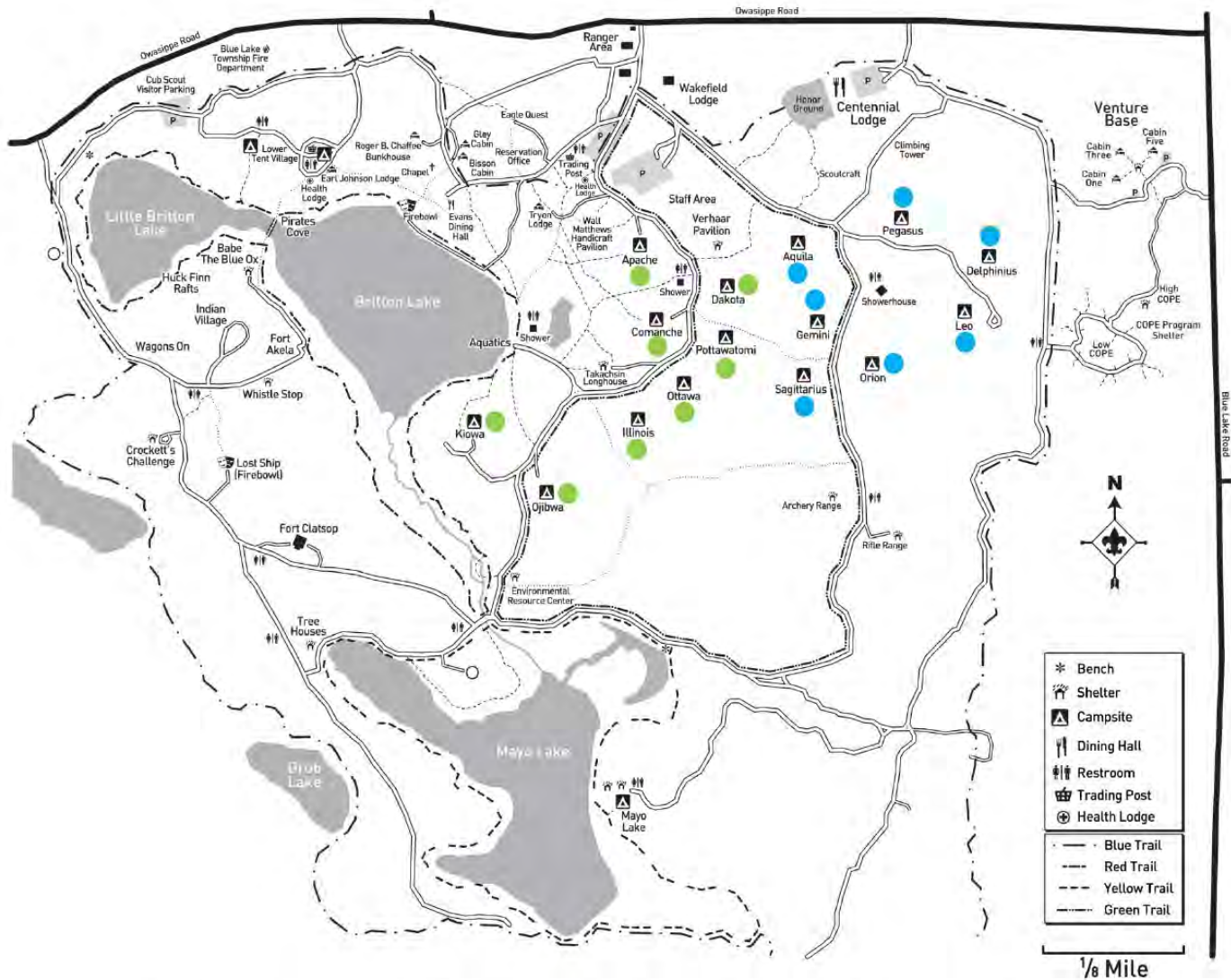




# CAMPSITE INFORMATION

## LOCATION AND REQUESTS

Specific campsites may be requested when registering your unit for camp. We will do our best to honor your request, but cannot guarantee any campsite due to troop sizes and the number of units in camp. During some weeks of camp it may be necessary for smaller units to share campsites. Gerber Scout Reservation reserves the right to make final campsite assignments.



# GERBER SCOUT RESERVATION

### INDIAN PATH SITES:

- Apache
- Comanche
- Ottawa
- Ojibwa
- Dakota
- Pottawatomi
- Illinois
- Kiowa

### STAR PATH SITES:

- Aquila
- Sagittarius
- Pegasus
- Leo
- Gemini
- Orion
- Delphinus

# CAMPSITE INFORMATION

## TRASH REMOVAL

The Ranger Staff will pick up trash on Wednesday evening after dinner, and on Saturday after check-out. Please make sure all trash cans are placed at the road so they can be accessed by the staff.

All trash cans are “critter proof” if the lids are securely attached and the bungee cords are in place. Please keep GSR litter free and use the trash cans.

If additional service is needed, please contact the office to make arrangements.

## FIRE SAFETY

Campsite fires are permitted in designated fire rings only. Fires should be put out cold when leaving the campsite and should never be left unattended. Standing trees may not be cut and burned.

Per fire regulations, a fire extinguisher is mounted at the latrine and must be visible and accessible to all campers. They are for emergency use only. The cost to recharge an extinguisher is \$50 and you will be charged this amount if your extinguisher is partially or totally discharged for anything other than a fire emergency. Report any type of discharge to the office immediately.

## ELECTRICITY

Electricity is provided via outlets to the leader’s tent pad in campsites for the purpose of powering CPAP machines and medical devices. Please notify the office if you have additional electrical needs.

\*Ojibwa and Kiowa do not have power.

\*Phone charging can be done in the Administrative Building.

## FISHING

Britton Lake provides an excellent opportunity for fishing. Bass, blue gill, pumpkinseed, sunfish, and northern pike are among the species you might catch.

Please remember the following:

- There is no fishing from the swimming or boat docks.
- Do not use minnows for bait.
- Because the lake is private, you do not need a fishing license.
- All fishing is catch and release only unless you are taking one of the fishing merit badges.

## BICYCLES

Bicycles are allowed at Gerber Scout Reservation. The following rules must be observed:

- Helmets must be worn at all times and must be buckled.
- Bicycles are allowed on roads only, no trails.
- Bicycles must be ridden in a safe manner, no stunts or tricks of any kind.
- Bicycles must be locked when not in use. GSR is not responsible for damage to or loss of your bicycle.

## COUNSELOR IN TRAINING PROGRAM

(CIT) To be a CIT at GSR, a Scout must be at least 15 years old. They must demonstrate leadership ability and/or be nominated by an Area Director, approved by their Scoutmaster. They will then be interviewed and must be invited by the Camp Program Director. No Scout should “campaign” for consideration other than by being a good Scout and an obvious leader. CITs will have the opportunity to experience camp life as a staff member and thereby be able to make a determination as to if they want to be a regular staff member in future years. Also, they could have a greater opportunity for future staff positions, as their time at camp as a CIT provides a setting for ongoing interview and evaluation by the area directors and the Program Director. Each CIT is evaluated in multiple areas each week, and this evaluation is taken into consideration if the CIT decides to apply for staff in the future.

To apply to be a CIT please visit: [www.michiganscouting.org/campstaffapp](http://www.michiganscouting.org/campstaffapp)

## HAMMOCKS

Hammocks are a great way to relax and can even be used in place of a tent. Please keep the following rules in mind:

- Flat straps or webbing are the ONLY materials to be used to hang a hammock.
- For safety reasons, hammocks are not to be “stacked”.
- Anchor points should be a minimum of 6—8” in diameter. Never anchor a hammock on something moveable such as a vehicle or trailer.
- Be mindful of the weight recommendations for your hammock. Overloading can cause falls and injuries.

## TRADING POST

The Moose Junction Supply Company is fully stocked and ready to serve Scouts for another season. We’ve added many new items to our inventory and are excited to see you in the store. Remember, if a Scout needs a kit for a merit badge class it will be provided to them in class. We will have additional kits that can be purchased if they desire a second one. Additionally, we have revamped our snack menu. Many of the usual items are still available along with some new treats that we think Scouts will enjoy.



### METHODS OF PAYMENT ACCEPTED:

Cash  
Check (with ID)  
Credit Card (all major cards accepted)



**DON'T GO HOME WITHOUT YOUR GSR SHIRTS AND SWAG!**

## DEYMAN LODGE

This is an area specifically for adult leaders in camp. We are grateful for the time that you take to make sure youth have a great summer camp experience, but we also realize that many of you need to stay connected to your work/professional lives while you are at camp. Internet will be provided for those who need to connect to their email and perform other job responsibilities. Phone charging towers are available to keep phones charged. The coffee maker is ready to meet your needs and all the supplies will be available for fresh coffee when you need it. We will provide a few computers, but it is probably best for you to bring your laptop. Desks, tables, and comfortable seating areas are there for your use.



# DINING HALL



## TABLE ASSIGNMENT

Table assignments will be made on Sunday upon arrival at camp. Every effort will be made to keep the unit and adults together. You may be asked to share a table with another unit. Cooperation from the unit leader is essential.

## DINNING HALL DRESS CODE

All Scouts and leaders should make it a point to use the latrine and wash prior to arrival to each meal. While the scout field uniform is recommended attire at Breakfast and Dinner, activity uniforms are recommended for lunch.

## ADULT SUPERVISION

The adult leader at each table is responsible for the conduct, manners, and general supervision of the Scouts at his or her table.

## TABLE MANNERS & GRACE

Mealtime is the time for Scouts to be on their best behavior. It should be a time of relaxation, good manners, and pleasant conversation. "Please" and "Thank You" should be the order of the day.

## A SCOUT IS REVERENT

Units will assist in saying grace before each meal during the week.

## HOSTS

One host is required per table. Each Scout will have a chance to act as the host. The host must be in the Dining Hall 5 minutes before the meal. It is their responsibility to set the table as per the dining hall stewards instructions. The host will clear the table after each meal, sweep their area, and sanitize the table. Adults are welcome to help. However, please remember this is a great opportunity for your to learn valuable life skills!

# SPECIAL DIETARY NEEDS

The Michigan Crossroads Council defines a special dietary need as one of the following:

1. A known food allergy
2. A diet based on a pre-existing medical condition
3. A diet based on religious principles Persons with diets that do not fall under the above categories do not qualify for special diet services while at camp.

Please consult with the Camp Director at least 2 weeks prior to your arrival at camp for further information & guidance.

GSR continually strives to make your dining experience a positive one during your stay with us. Great care is made to ensure quality, quantity, & variety in each meal we prepare. While every effort will be made to accommodate the special dietary needs of you and your Scouts, you may need to bring supplemental food items to camp that we cannot provide locally.

Campers who require special diets should note so on their registration.

In order to make your final payment for camp, you will need to list any dietary restrictions on each camper's registration.

If the camper has no dietary restriction, simply type "NONE" in the box.

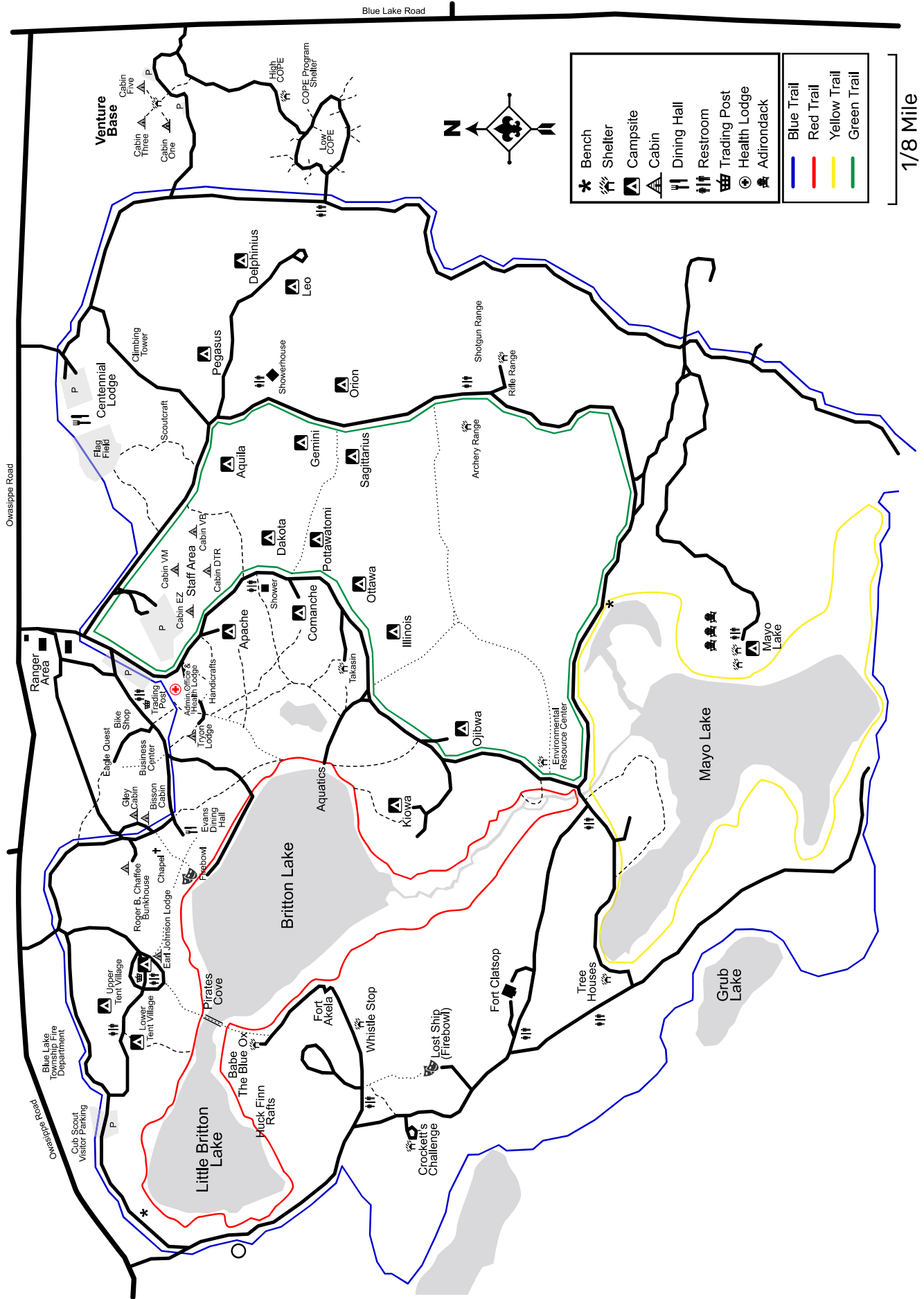
If the camper does have dietary restrictions, type them here.

Dietary restrictions include:

- Food allergies (i.e. eggs, milk, soy, banana, etc.)
- Diets based on a medical condition (i.e. gluten free, vegetarian, vegan, etc.)
- Diets based on religious principles (i.e. Kosher, Halal, etc.)

GSR has worked with both our food service provider and local businesses to do our best to accommodate our campers that have special dietary needs. In the event that we cannot accommodate a special dietary request, campers with a highly regulated diet will sometimes need to bring their own food to camp with them. All special dietary needs are prepared at their own separate station in the kitchen. One member of our kitchen staff is responsible for all preparation and cooking of special food diets. The GSR Dining Hall is a "Peanut free" facility.





	Bench
	Shelter
	Campsite
	Cabin
	Dining Hall
	Restroom
	Trading Post
	Health Lodge
	Adirondack

	Blue Trail
	Red Trail
	Yellow Trail
	Green Trail

1/8 Mile



SCOUTS BSA RESIDENT CAMP

# LEADERS

# GUIDE



SUMMER 2024



[WWW.MICHIGANSCOUTING.ORG](http://WWW.MICHIGANSCOUTING.ORG)

## DEAR UNIT LEADERS:

Welcome to a summer of FUN at our Michigan Scout Camps! Our summer camp staff eagerly looks forward to serving you, as you prepare your Unit for the opportunities of adventure offered by all four of our Scouts BSA Resident Camp locations. Summer camp is one of the highlights of a unit's year-round program, and our MCC Camps provide a superior outdoor program experience to all units who camp with us. The leadership lessons, character development, and vocational exploration youth will discover have their greatest impact in the outdoor classroom. Traditions found only in our Michigan Camping System crystallize these experiences and transform them into lifelong memories. It is only here that the pictures in the handbook come to life as youth seek the promised adventure of Scouting. We know your stay with us will be full of adventure and create memories to last a lifetime.

Our 2023 summer camp feedback surveys were very clear: the Michigan Crossroads Council attracts units to our camps because of our extensive, high-quality program offerings, service-oriented staff, A+ rated food service, outstanding facilities, and responsive camp leadership teams. Our enthusiastic Staff is highly trained, motivated, and eager to assist your Unit with a program that promises to give your Scouts the ultimate summer camping experience. Our Staff will do everything possible to exceed your Unit's needs and expectations; our programs are individually tailored to meet the requirements and expectations of all Scouts attending summer camp. You and your Scouts plan your week; we make it happen. If there is any assistance we can provide before your arrival, please share it with us. We are proud of the team and culture of service that we have put together to serve you!

The summer camp experience is an opportunity for your unit to build upon and use the skills that

your Scouts have been building all year. The primary purpose of camp is for Scouts to have FUN! While advancing in rank and earning merit badges are undoubtedly important aspects of the camping experience, we must ensure that our Scouts can engage in many programs that they will enjoy. Utilize the facilities and programs offered at our Michigan Scout Camps to enrich your Unit's summer camp experience; but do not limit your Unit's experience to only the programs offered by the camp staff. Incorporate your own Unit adventures, STEM activities, hike the backcountry trails, have a unit campfire, and take advantage of the time in the great outdoors!

Start preparing for your experience at our Michigan Camps now! Our Camps provide the canvas for you to create your real-life adventure that you will remember for a lifetime. To further assist your Unit's summer camp planning this Leader's Guide consists of two sections:

Section 1: Your Specific Camp / Program  
Section 2: Camping Administration (applicable at all camp properties)

We have made every effort to capture all pertinent information. However, please do not hesitate to contact us if your question(s) are not answered. We look forward to greeting you this summer at one of our amazing Camps. We hope that during your week with us each Scout will have the opportunity to experience something new and learn a skill or two that will be useful in their future life, and that each unit will benefit from the great outdoor Scouting experience that our Camps provide. Thank you for choosing to come to camp with us! Have a terrific summer! We look forward to welcoming you "home!"

In Scouting,



**Dianna Marsh**  
*Director of Camping Services*



**Andrew T. Wright**  
*Camping Operations Director*



**Gregg Zdan**  
*Senior Camping Director*

### BSA MISSION STATEMENT

It is 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

### SCOUT OATH

On my honor I will do my best,  
To do my duty to God and my country, and  
To obey the Scout Law. To help other people  
at all time, To keep myself physically strong,  
mentally awake, and morally straight.

### SCOUT LAW

**A Scout is:**  
Trustworthy, Obedient, Loyal,  
Cheerful, Helpful, Thrifty,  
Friendly, Brave, Courteous,  
Clean, Kind & Reverent

*It is the policy of the Michigan Crossroads Council to ensure a camping experience without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national orig in, genetic information, or any other characteristic protected by law. The Michigan Crossroads Council prohibits any such discrimination or harassment.*

# NEW 2024 PRE CAMP COMMUNICATION PROMOTION SCHEDULE

**Unit Leaders – WE’VE HEARD YOU!** In an effort to boost our Pre-Camp Communication with our units, we have completely revamped our pre-camp communication schedule for the 2024 camping season. By replacing our monthly webinar series – we hope to better serve you, our customer, with the following promotions and interactive customer events:

## NOVEMBER 1, 2023:

Join us as we kick off the 2024 camping season by introducing our camps, camp leadership, and 2024 programs.

Register at: <https://w.ringcentral.com/register/el1a6c0ff/00543a04/index.html>

## JANUARY 2024:

Log-in from 7:00p-8:30p to a virtual meeting for your specific camp, learning more details about their 2024 program offerings and providing you an opportunity to ask and receive answers to your early season questions. Register for your camp at the link below:

**Jan 16 – Cole Canoe Base:** <https://bit.ly/ColeJan>

**Jan 17 – Camp Rotary:** <https://bit.ly/rotaryjan>

**Jan 18 – Gerber Scout Reservation:** <https://bit.ly/gerberjan>

**Jan 22 – D-A Scout Ranch:** <https://bit.ly/dbarajan>

## APRIL 2024:

Virtual Office Hours: 4:00p-8:00p - A virtual help desk designed to answer your questions. Simply log-in to our virtual office at your convenience & have our team assist you!

**Apr 3 – Cole Canoe Base:**

**Apr 4 – Camp Rotary:**

**Apr 10 – Gerber Scout Reservation:**

**Apr 11 – D-A Scout Ranch:**

## MAY 2024:

Pre-Camp Leader’s Meeting - An IN-PERSON final meeting before your arrival to camp. Bring your summer camp adult leadership and your SPL/ASPL for a light dinner and to get your last-minute questions answered & make sure your unit is prepared for camp. Each camp will also stream live, virtually for those individuals who cannot join us in-person.

**May 6 – Detroit Area**

**May 7 – Great Lakes Bay Area**

**May 8 – Grand Rapids Area**

**May 9 – Grayling / Gaylord Area**

Exact locations to be determined. For information or to register for at Pre-Camp meeting visit: <https://scoutingevent.com/272-precamp2024>.

## SUPPLEMENTAL COMMUNICATION:

We will send out monthly emails with camp content, reminders, and links to all the emails that we have collected through your summer camp registration. Make sure you include additional emails to your registration contact.

**AS ALWAYS, PLEASE CONTACT US WHENEVER YOU NEED! We are here to SERVE YOU!**

## NEW! SUMMER CAMP VIDEO RESOURCE LIBRARY

In an effort to better assist our units with their Scouts BSA Resident Camp planning, the Camping Department of the Michigan Crossroads Council is PLEASED to roll-out our BRAND NEW Summer Camp Video Resources Library.

This library rids the need of relying on the camps to provide you with the information your unit needs to be successful and gives you the power to reach your parent audience AND get answers to your frequently asked questions in the following areas in real time: <https://michiganscouting.org/summervideoresources/>

- General Camp Information
- Summer Camp Unit Support
- Health & Safety
- BlackPug (scoutingevent.com) Usage
- Financial Assistance
- Food Service

# ATTENTION ADULT VOLUNTEERS

## VOLUNTEER SUPPORT PROGRAM

The Michigan Crossroads Council Camping team would like to extend a big THANK YOU to all unit volunteer leaders who have helped to support the delivery of our summer camp program by volunteering in a specific camp program area or area of summer camp operations in 2023 and previous seasons. Your support was vital in ensuring smooth summer camp operations and quality customer experience.

As we move into 2024, your volunteer support will continue to be vital in our efforts to deliver a high-quality program to our Scouts and Units. We want to make use of your talents, abilities, and willingness to support our camps and supplement our quality trained staff – as we continue to combat the current labor shortage.

**YOUR UNIT WILL RECEIVE A CREDIT FOR A FREE ADULT VOLUNTEER AT ANY MCC SCOUTS BSA CAMP FOR THE 2025 CAMP SEASON if you fulfill the volunteer camp commitment.**

NOTE: This credit does not need to be applied to the same individual the following season; other adult leader requirements (i.e. First-Year Camper Program supervision, Daily Duty Roster, etc.) are still in effect and not part of the Volunteer Support Initiative Program.

### ELIGIBILITY REQUIREMENTS INCLUDE:

**1)** Volunteer for a key position or deliver a key service identified by the specific camp your unit is attending.

NOTE: each camp will have different key position needs – refer to the application to see each camp's needs.

**2)** Commit to providing a minimum of 12 hours and a maximum of 16 hours of service in the approved position.

**3)** Apply to one of these key positions through the link below NO LATER than April 27, 2024.

NOTE: Your specific camp's Camp Director will contact you if your application has been accepted. You will receive position specific instructions for onboarding prior to your arrival to camp – including a state-mandated 1 to 2 hour training module to be completed in addition to the hours of service listed under requirement #2.

**4)** Limited to 3 adult leaders per Unit – your Unit will still be responsible to ensure that adequate adult leader supervision is maintained during the camp session.

**APPLY TODAY**

<https://bit.ly/CampVolunteerStaff24>



# CAMP APP FOR ADULT LEADERS



Launched in 2022, the Michigan Crossroads Council manages “Camp Apps” for its four Scout BSA Resident Camps at no cost to our customers! The Apps are designed to be used by unit leaders attending events at camp to access camp events, weather, and maps, as well as provide feedback on camp facilities and staff. It also gives unit leaders direct contact links for camp leadership.

The Apps contain a notification mechanism that allows camp staff to push out notification to all Camp App users about emergencies (weather, etc.), changes in programming, trading post sales, upcoming events, safety features, and more!

The Apps are not just designed for summer camping use. During the Summer Camp season, the Camp Apps will have links to the Leaders’ Guides, Camp Menus, Schedules of events, and other useful information that a Unit Leader would like to have at their fingertips. All year long the Camp Apps provide links to various maps, resources, upcoming events, camp contacts, and weather forecasts. In addition, there is a Feedback section that allows you to report Facility issues and give feedback on camp staff performance.

For more information on the Camp App – or to download – please visit: <https://michiganscouting.org/campapp/>



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# CONTACT & QUICK LINKS

NAME	POSITION	CAMP	PHONE	EMAIL
Dianna Marsh	Council Director of Camping		517-940-4314	dianna.marsh@scouting.org
Andrew Wright	Camping Operations Director		989-225-7586	andrew.wright@scouting.org
Gregg Zdan	Senior Camp Director		734-716-6204	gregory.zdan@scouting.org
Rebecca Alberda	Camping Administrator		616-785-2662 x3004	rebecca.alberda@scouting.org
Cheryl Burrows	Camping Director	Camp Rotary	810-625-6059	cheryl.burrows@scouting.org
Dan Hill	Camping Director	Cole Canoe Base	517-940-4125	daniel.hill@scouting.org
Marie Becvar	Camping Director	D-A Summer Camp & Gerber Scout Reservation	360-770-9021	marie.becvar@scouting.org
Joe Smith	Assistant Camp Director	D-A Summer Camp	810-216-7001	joe.smith@scouting.org

**For general questions please contact our Camping hotline:  
(517) 816-7755 or [camp.michigan@scouting.org](mailto:camp.michigan@scouting.org).**

## QUICK WEBSITE LINKS

### Michigan Crossroads Council Website

<https://michiganscouting.org/>

### Camping Landing Page

<https://michiganscouting.org/outdooradventures/>

### Summer Camp Registration Pages

<https://michiganscouting.org/outdooradventures/scoutsbsa-summer-camp/>

### Health Forms

[https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001\\_ABC.pdf](https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf)

### DHHS Clearance Forms:

[https://www.michigan.gov/documents/lara/bchs-camps\\_001\\_request\\_for\\_central\\_registry\\_clearance\\_4\\_21\\_21\\_723669\\_7.pdf](https://www.michigan.gov/documents/lara/bchs-camps_001_request_for_central_registry_clearance_4_21_21_723669_7.pdf)



# QUICK REFERENCES

## IMPORTANT DATES

**JULY 1 – DECEMBER 31, 2023**

Pre-Registration Period

**JANUARY 1 – MAY 31, 2024**

Registration Period

**JANUARY 1, 2024**

Camp Scholarship Applications Open  
(see page 32)

**JANUARY 1, 2024**

1st Payment Opens (see page 35)

**FEBRUARY 1, 2024**

1st Payment DUE

**FEBRUARY 2, 2024**

2nd Payment Opens

**MARCH 1, 2024**

2nd Payment DUE

**MARCH 2, 2024**

3rd Payment Opens

**MARCH 16-17 & 23-24, 2024**

Merit Badge Enrollment Opens  
(see page 35 for specific camp dates)

**APRIL 1, 2024**

Camp Scholarship Applications DUE

**APRIL 1, 2024**

3rd Payment DUE

**APRIL 2, 2024**

4th (Final) Payment Opens

**MAY 1, 2024**

4th (Final) Payment DUE

**JUNE 1, 2024**

Finalize DHHS forms and any adult registration applications that need to be submitted to the Council in order to ensure that they will be processed and posted before summer camp begins

## CAMP CONTACT INFORMATION



### CAMP ROTARY

3201 S. Clare Avenue, Clare, MI 48617  
Phone: (989) 386-7943

### COLE CANOE BASE

1356 E. Greenwood Road, Alger, MI 48610  
Phone: (989) 873-1516

### D-A SCOUT RANCH

880 E. Sutton Road, Metamora, MI 48455  
Phone: (810) 245-2250

### GERBER SCOUT RESERVATION

1733 Owasippe Road, Twin Lake, MI 49457  
Phone: (231) 894-4928

### MICHIGAN CROSSROADS COUNCIL – HQ

14258 Michigan Street, Eagle, MI 48822  
Phone: (517) 940-4210

PLANNING YOUR

# SUMMER CAMP

## ADVENTURE



# MCC CAMP FEES

## YOUTH FEES

CAMP FEE - INCLUDES ALL MB FEES

DISCOUNT FEE: MCC Scout – Before May 1st **\$385.00**

REGULAR FEE: MCC Scout – After May 1st **\$435.00\***

DISCOUNT FEE: Non-MCC Scout – Before May 1st **\$405.00**

REGULAR FEE: Non-MCC Scout – After May 1st **\$455.00\***

Second week at any MCC Camp for any youth **\$230.00**

*\*Arrow of Light Crossovers and New Scouts will only need to pay the Discount Fee*

## DISCOUNTS

Sibling Discount (1st Scout pays regular fee, siblings receive discount) **\$35.00 Discount Per Sibling**

## ADULT FEES

All Adults (full week of camp) **\$180.00**

Part-Time Adults (will be pro-rated by the day) **\$40.00 Per Day**

*Note: Fees subject to change due to necessary program adjustments.*

## CAMP SCHOLARSHIPS

The Michigan Crossroads Council provides limited assistance on an individual basis to those Scouts who could not otherwise attend summer camp due to financial hardship. Camp Scholarships will be administered by the Michigan Crossroads Council and forms are available online. Completed Camp Scholarship forms are due by April 1st. Scouts who apply for a Camp Scholarship are still responsible for half of the regular camp fee and must adhere to the Payment Schedule.

**\* Scouts who apply for a Camp Scholarship may not also receive the Sibling Discount - Sibling Discount will be administered at time of registration.**

## ONLINE RESERVATION & PAYMENT SCHEDULE

All MCC Summer Camp Registrations can be made at <https://michiganscouting.org/outdooradventures/scoutsbsa-summer-camp/>





# PROGRAM PAYMENTS REFUND POLICY

## STATEMENT

The Michigan Crossroads Council provides Council programs, high adventure camps and other camping experiences to the Scouts and leaders in its service area. These opportunities require Council staff to send deposits to the sponsoring camp, acquire needed supplies and produce mailings to campers and others so the Council sponsored experiences are rewarding and convenient for the Scouts and leaders in our Council.

Fees are usually paid in advance of the event and to ensure the Council can provide the best service to the Scouts the following refund policies will apply. Participants are not considered registered for any event/activity until payment in full has been received.

## EVENT REGISTRATION FEES

Event fees are final except in a limited number of circumstances (see listing below) where a refund may be granted. Refunds may be given only if the following circumstances are brought to a Council employee's attention.

Individuals/Groups that cancel their event registration 30 days or more prior to the event date will receive a refund of the total registration fee less a 15% administrative service charge. No refunds will be given for cancellations made less than 30 days prior to the event date. Any/all refund requests must be made within 30 days of the event date.

## RESIDENT CAMP REGISTRATION FEES

For Cub Scout and Scouts BSA Summer Resident Camp registrations the cancellation fee is based on 15% of the total event registration fee and not the amount of fees paid at the time of cancellation.

Alternately, Scouts BSA Summer Camp fees may be transferred to another Scout or leader attending. No prorated fees will be given to Scouts wishing to attend a partial week at Scouts BSA Summer Camp.

1. The registered participant has an illness or physical ailment preventing participation in the event and has a signed statement from a medical doctor or healthcare practitioner. The written order must be provided to the Michigan Crossroads Council, 14258 Michigan Street, PO Box 129, Eagle, MI 48822.
2. In the event of the death of an immediate family member (parent, grandparent, brother, sister or anyone else living in the house with the participant). The Council will consider other deaths, which may affect the participant, on a case-by-case basis.
3. Only an employee of the Michigan Crossroads Council may authorize a refund for a Council sponsored event.
4. Any refund of monies for the event is then based on the total event registration fee at the time of cancellation minus the deposit and any money sent to another agency or company for the event. The remaining money is refundable as long as the participant meets

the above requirements. Any money that has been sent to another agency or company is considered issued and not refundable.

5. Any event that does not have a deposit, but has an event fee, will be assessed a 15% service charge before any refund is issued. This 15% service charge applies to all non-Council cancellations - including medical, death in the family, family hardship, etc. All remaining money is refundable. Again, the participant must meet the above requirements.
6. Processing these refunds for summer camp may not take place until after the camping season due to the review process. Once approved please allow 30 days for the refund to be processed. Any/all refund requests must be made prior to May 31st for Scouts BSA Summer Resident Camp; or must be made within 30 days of the start of the event date for Cub Scout Resident Camp.

## DEPOSITS

1. Deposits are non-refundable. The following will apply for any deposit made for a Council sponsored program.
2. Deposits are not refundable. Any cancellation, once the deposit has been sent to the Council, will be forfeited. Deposits may be transferable to another participant that takes the entire slot for that event.

## LATE FEES

The Michigan Crossroads Council and all approved event committees have the opportunity to set late fees or discounts for events. Late fees will be announced with the original posting for the event. Late fees paid to the Council are not refundable.

## WAITING LISTS

At times the Council maintains a waiting list. If the participant is not selected to attend the event, all waiting list money will be refunded at 100%, including deposit money.

## CANCELLATION BY THE COUNCIL

If the Michigan Crossroads Council or National Boy Scouts of America or any agency that has contracted with the Council cancels an event, the Council will issue a full 100% refund (including any Deposit Money).

These policies only affect the Michigan Crossroads Council, Boy Scouts of America; its committees and districts. This policy is not transferable to charter partners or individual units (Packs, Troops, Teams, Crews and Posts) of the Council.

## EXAMPLES

- A Scout cannot attend an event. Cost of event is \$20. The refund would be \$20 - \$3 (15% service charge) = \$17 refund if notification was made at least 30 days prior to event. No refunds made for notifications made less than 30 days prior to the event date, however, the Scouts' event fee may be transferred to another Scout.

# ONLINE CAMP REGISTRATION

For Summer Camp 2024, the Michigan Crossroads Council will continue to use the Black Pug registration platform which utilizes a more user-friendly process and better manages our summer camp attendance. Under this system there are two registration periods, a “Pre- Registration” period and a regular “Registration” period.

As soon as you are ready to sign up for summer camp, a representative from your unit should make an online registration through the MCC web site to register your unit for 2024 Scouts BSA Resident Camp at Camp Rotary, Cole Canoe Base, D-A Scout Ranch, or Gerber Scout Reservation; visit the following link for summer camp availability:

<https://michiganscouting.org/outdooradventures/scoutsbsa-summer-camp/>

Once you have selected your week of camp, click on the green **“Add To My Camp List”** button and follow the instructions. At the time of registration you will be asked for your contact information, an estimate of the number of campers that may attend, your campsite preference, and to provide your \$200 camp deposit (payable by credit/debit card or electronic check). The person listed with your summer camp reservation will be the person receiving all Summer Camp 2024 electronic communications. We STRONGLY encourage you to add at least one (1) email in the “additional contacts” area of your registration!

If you signed up for Summer Camp 2024 at camp this past summer, this step will be completed for you. For Summer Camp 2024 details (registration & payment dates) please review the following link:

<https://michiganscouting.org/scouts-bsa-camp-registration-2024/>

This will get your unit signed up for the 2024 Camp Season!

Once your unit has registered, your unit’s representative will receive e-mail communications about the registration process and other camp news. Units can access their Summer Camp 2024 registration by clicking on the “Lookup Registration” link found on the Summer Camp Registration Page.



## **PRE-REGISTRATION PERIOD (JULY 1 - DECEMBER 31, 2023)**

For Units that register during Summer Camp 2024 a \$200 deposit will be required. In addition to the deposit, an estimate of Youth & Adult attendance is also required. 2 Adults and 5 Youth [7 slots] is the minimum registration requirement. Female participants will require a minimum of one female leader.

## **REGISTRATION PERIOD (JANUARY 1 - MAY 31, 2024)**

For Units that register during this period, Units will not need to pay a deposit but will need to specify the number of participant (youth & adult) slots needed for summer camp. 2 Adults and 3 Youth [5 slots] is the minimum registration requirement. Female participants will require a minimum of one female leader.



# ONLINE CAMP REGISTRATION



Any unit may make a registration for any available session of any MCC Scouts BSA Resident Summer Camp for 2024. A registration fee equal to \$60 per slot reserved will be due at that time. **The unit is now financially responsible for the number of slots requested and is subject to the Council Program Payment & Refund Policy.**

Individual names do not have to be specified at this time but can be if the unit chooses to do so. Names will be required, however, before Merit Badge selection can be made.

Units may add new slots (if space is available) or reduce the number of existing slots (subject to the MCC Payment & Refund Policy) until the end of the Registration Period (May 31st). Units may make changes to existing slots until midnight on the Friday before their arrival at camp.

## ESTIMATE CONFIRMATION (JANUARY 1 - FEBRUARY 1, 2024)

Units that made their reservation during the Pre-Registration period are required to confirm their estimated numbers (based on camp availability) and the camp fee due will be equal to \$60 per confirmed participant slot. Units that do not confirm their estimate and pay the \$60 per slot by February 3rd may lose their summer camp reservation. Do not confirm a slot unless you have a committed participant - Arrow of Light Crossovers can be registered at a later date.

## 2ND PAYMENT DUE (MARCH 1, 2024)

For existing reservations, an additional \$60 participant payment is now due for each slot reserved at this time (\$100 total due for each slot reserved). The camp fee due for new reservations at this time will be equal to \$100 per participant slot.

## MERIT BADGE REGISTRATION OPENS (SEE SCHEDULE BELOW)

After the 2nd payment [March 1] has been made, Merit Badges for participants can be made beginning on the dates listed below. In order to select Merit Badges, payments totaling \$120 per Scout must be paid by the dates listed below.

- Cole Canoe Base – March 16, 2024 – 8:00 AM
- Gerber Scout Reservation – March 17, 2024 – 8:00 AM
- Camp Rotary – March 23, 2024 – 8:00 AM
- D-A Scout Ranch – March 24, 2024 – 8:00 AM

## 3RD PAYMENT (APRIL 1, 2024)

For existing reservations, and additional 132.50 per MCC Youth Camper and \$142.50 per Non-MCC Youth Camper payment is now due for each youth slot reserved at this time. The camp fee due for new reservations at this time will be equal to \$252.50 per MCC Youth Camper and \$262.50 per Non-MCC Youth Camper slot. If this payment is missed (paid after April 1st), the total camp fees paid must equal the full camp fee of \$385.00 per MCC Youth Camper and \$405.00 per Non-MCC Youth Camper.

## FINAL PAYMENT & REGISTRATION INFORMATION DUE (MAY 1, 2024)

Unit must finalize Merit Badge registration and all attendee data is required at this time.

Full payments for all camp fees for all participants are now due. Payments made after May 1, 2024 for existing reservations will have a \$50 late fee per participant added (except for Arrow of Light Crossovers).

Units may make changes to existing slots until midnight on Friday before their arrival at camp. Any changes to the number of slots after May 31st will be administered at camp during your financial check-in or by calling camp prior to your arrival.

# 2024 SUMMER CAMP PAYMENT MATRIX

PAYMENT	DATES TO MAKE PAYMENT	AMOUNT DUE
1st Payment	January 1 – February 1	\$60
2nd Payment	February 2 – March 1	\$60 per camper (youth)
3rd Payment	March 2 – April 1	\$132.50 per MCC camper (youth) \$142.50 per Non-MCC camper (youth)
4th (Final) Payment*	April 2 – May 1	Remaining balance per camper (youth, full-time adult, part-time adult)

*\*Youth payments made after May 1 are subject to a \$50 per person late fee  
Late fees do not apply to Arrow of Light Crossover Scouts*

Payments MUST be made in the listed payment range. Payments made outside of the payment range will be added to the next payment due (i.e. a missed 1st payment will be added to the 2nd payment—making the total due between February 4 - March 1 a total of \$100 per camper)

## MISSED YOUTH PAYMENT MATRIX

MISSED PAYMENT	MISSED DEADLINE DATE	AMOUNT MISSED	TOTAL AMOUNT NOW DUE	AMOUNT NOW DUE PAYMENT WINDOW
1st Payment	February 1	\$60	\$120	February 2 – March 1
2nd Payment	March 1	\$60	\$192.50 (MCC) \$202.50 (Non-MCC)	March 2 – April 1
3rd Payment	April 1	\$132.50 (MCC) \$142.50 (Non-MCC)	\$265.00 (MCC) \$285.00 (Non-MCC)	April 2 – May 1
4th Payment	May 1	\$132.50 (MCC) \$142.50 (Non-MCC)	\$302.50 (MCC) \$312.50 (Non-MCC)	May 2 – May 31
1st & 2nd Payment	February 1 & March 1	\$120	\$252.50 (MCC) \$262.50 (Non-MCC)	March 2 – April 1
2nd & 3rd Payment	March 1 & April 1	\$192.50 (MCC) \$202.50 (Non-MCC)	\$325.00 (MCC) \$345.00 (Non-MCC)	April 2 – May 1
3rd & 4th Payment	April 1 & May 1	\$265.00 (MCC) \$285.00 (Non-MCC)	\$315.00 (MCC) \$335.00 (Non-MCC)	May 2 – May 31
1st, 2nd, & 3rd Payment	February 1, March 1, & April 1	\$252.50 (MCC) \$262.50 (Non-MCC)	\$385.00 (MCC) \$405.00 (Non-MCC)	April 2 – May 1
1st, 2nd, 3rd & 4th Payment	February 1, March 1, April 1, & May 1	\$385.00 (MCC) \$405.00 (Non-MCC)	\$435.00 (MCC) \$455.00 (Non-MCC)	May 2 – May 31

*Note: Fees subject to change due to necessary program adjustments.*

# MANAGING YOUR ONLINE REGISTRATION

Units will maintain the ability to make changes to their registration up until the Friday before their arrival to camp. Units will maintain access to their registration for seven (7) years for reporting purposes. If at any point you have questions about or need assistance with your registration, please contact your Camp Director.

## ACCESSING YOUR REGISTRATION:

To access your online summer camp registration, follow the steps below.

1. Go to the registration website for your selected camp:

### CAMP ROTARY:

<https://scoutingevent.com/272-CampRotarySBSA2024>

### COLE CANOE BASE:

<https://scoutingevent.com/272-CCBSBSA2024>

### D-A SCOUT RANCH:

<https://scoutingevent.com/272-DBARASBSASC2024>

### GERBER SCOUT RESERVATION:

<https://scoutingevent.com/272-GSRBSA2024>

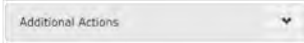



2. Click on “Lookup” and then “Lookup Registration” in the top right corner of the screen.

3. Log in to your registration using your email address and reservation number.

## ADDING A PARTICIPANT / CHANGING A PARTICIPANT TYPE

**NOTE: Units will only be able to add participants if there is space in the session. If a session is full, please contact your Camp Director.**

To add an additional participant, or to change a participant type (i.e. Full-Time Adult to Youth Camper), follow the steps below –

1. Log in to your registration using the steps provided in “Accessing Your Registration”
2. Click on 
3. Click on  Add Participants **OR**  Change Participant Type as applicable
4. If adding participants, follow the instructions on the screen and then proceed to checkout
  - a. The participant will not be added until paid for through the checkout screen
5. If changing a participant type:
  - a. Select the type of participant to change to from the drop-down menu
  - b. Select the check box next to the participant(s) you will be changing
  - c. Click 

## CANCELLING A PARTICIPANT

Because cancellations have a financial component associated with them, all cancellations need to be executed by the Camp Director. If your unit needs to cancel a participant slot – please contact your Camp Director.

Units may adjust their reservation numbers without penalty until February 1st. **After February 1st, the unit is now financially responsible for the number of slots requested and subject to the Council Program Payment & Refund Policy.**

Units may cancel participant slots until May 31st. Cancellations occurring between February 1st and May 31st will be subject to a 15% cancellation fee equal to the total amount of the camp fee (MCC Youth cancellation fee: \$57.75; Non-MCC Youth cancellation fee: \$60.75; Adult cancellation fee: \$27.00). No refunds will be given after May 31st except as laid out in the Refund Policy (see page 11).

# PARENT PORTAL

Parent portal allows the registration contact to provide the parents in your unit with access credentials so they can make payments and complete data entry for their Scouts. As the registration contact, you may be registering an entire unit of Scouts for Summer Camp and the council requires a certain amount of information from each Scout (such as name, rank, dietary restrictions, etc.). If you don't use Parent Portal, then you have two options: enter all this information yourself, or allow your parents full access to the registration by giving each one your registration number and email address. The latter opens up privacy concerns because each parent can see the information for all the other Scouts. By using Parent Portal, you are shifting the data entry and payment responsibilities to the parents while also only allowing a parent to see their own Scout's information.

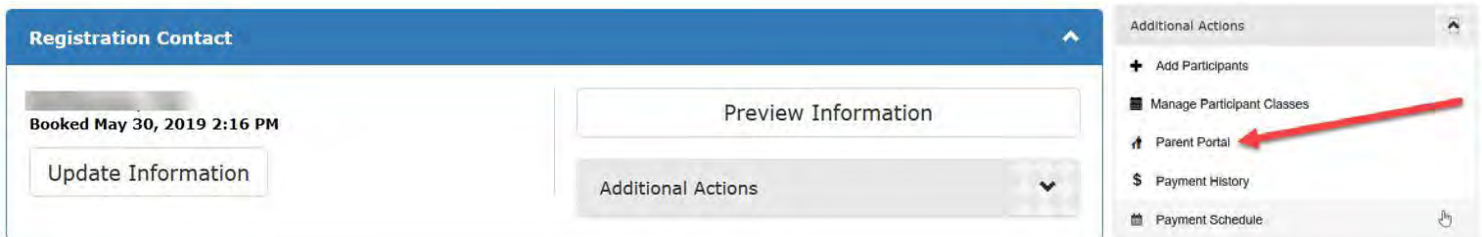
If your unit chooses to use Parent Portal your unit contact's access will remain identical, as if you were not using the feature. You will still be able to access the registration and make changes to attendees or add new attendees.

Your registration contact has the ability to activate or lock other features as part of Parent Portal.

## The registration contact can do the following:

- Only allow certain parents access to Parent Portal. This is done simply by only handing out login credentials to those parents that you wish to have access.
- Choose how often the (the registration contact) receive a summary email of changes made by parents. This can be done daily, biweekly, or weekly.
- Prevent parents from making payment or seeing event fees - use this feature if you want parents to be able to enter information on their Scout, but not make payments.
- Allow class selection - use this feature if you want the Scout/parent to make their own class selections online.

To turn on Parent Portal, or to learn more about it, click on the "Parent Portal" icon under "Additional Actions" in the Registration Contact Blue Box on your registration page.



For a guided video on how to use Parent Portal, please visit the link below:

[https://www.youtube.com/watch?v=whZ\\_V\\_6uskY](https://www.youtube.com/watch?v=whZ_V_6uskY)

For a guided video on how parents can utilize Parent Portal, please visit the link below:

<https://www.youtube.com/watch?v=und5EZq0LHU>

# PLANNING FOR CAMP

## WHY IS PLANNING IMPORTANT?

Coming to summer camp is a highlight adventure in a Scout's life. Your planning before you even get to camp is the difference between a good experience and a great one. In order for Scouts to feel good about their advancement in camp, they need help in planning what they will do to earn it. Some Scouts will come to camp and sign up for eight or ten merit badges, making it impossible for them to achieve their goals. Some of the badges need to be started at home before the Scout arrives at camp. Help your Scouts achieve their goals by working with them before camp begins.

You will also need to plan to have all the adults you need at camp. Unit leadership must be two-deep. It doesn't have to be the same two people all week, but you will want to begin your planning as soon as possible. This section will help you and your unit committee plan your week at camp and help give your Scouts a great experience.

## TIMETABLE

### During the fall months:

Site Fee Due (\$200.00) at the time of reservation
October/November: Camp adult leadership determined
November: Individual Scouts' savings plan started - popcorn sales!

### Six (6) months prior to camp / (December - January)

Scoutmaster, unit committee, and youth leaders review their guide books
Senior Patrol Leader gives final instructions to the Patrol Leader's Council
Scoutmaster & youth leaders begin program planning for camp; review Leaders Guide
Determine financial needs and plans
Begin transportation plans
Two-deep leadership confirmed for the week
Equipment needs determined by the Quartermaster and unit committee

### Three (3) months prior to camp / (February - March - April)

\$60 per Scout reserved is due on/before February 1, 2024
2nd payment (\$60) per Scout due (March 1, 2024) - Scout registration is first-come, first-served
Online merit badge sign-up opens on March 16, 2024 at 8:00 am - Scouts must be registered (\$120 paid) to sign up
Individual commitments for camp are secured for each Scout's family; parents of Scouts not signed up are contacted
Distribute BSA Health Form (and Camp Rotary Release of Campers Form if applicable) to Scouts
3rd Payment (\$132.50 MCC; \$142.50 Non-MCC) per Scout
<b>Secure all Michigan Registry Clearance Forms for all 21+ adults attending camp - including visitors</b>



# PLANNING FOR CAMP

## One (1) to two (2) months before departure / (May - June)

Check on status of medical exams for all Scouts and leaders
Unit committee and leaders should schedule a "camp work day" making sure everything for camp is ready
Confirm transportation arrangements: departure times, places, etc.
Balance due (\$132.50 MCC youth; \$142.50 Non-MCC youth; \$120.00 adult; \$40 per day per part-time adult) - <b>late fee assessed after this date</b>
Out-of-council units need to secure a copy of their Council's Accident Insurance
ALL Michigan Registry Clearance forms are collected & copies made. A new DHHS form is REQUIRED YEARLY. Previous years letters are NO LONGER valid.

## Two (2) WEEKS before departure

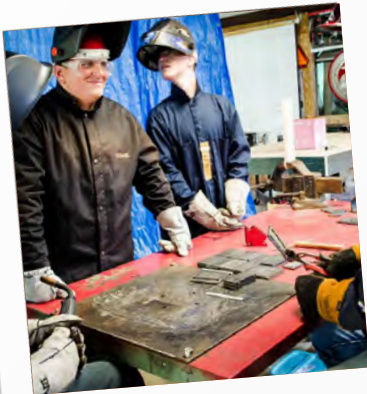
Call camp with your final counts for youth and adults (including part time) attending camp.
Scribe and SPL complete camp roster sheet
Check to make sure all of your Scouts (including Webelos crossovers) and adults are registered with the unit
Check on final transportation and physical arrangements
Inventory all unit equipment
Set-up and inspect your unit tents!
Program needs and plans are completed

## One (1) WEEK before departure

Camp Roster is checked to make sure everything is up-to-date
All camper BSA Health Forms (and Camp Rotary Release of Camper Forms if applicable) are collected & checked for completion
<b><i>Copies of proof of BSA registration (letter from Registrar or copy of BSA membership card) for all adults attending</i></b>

***\*Failure to have a completed camp roster and having missing health forms/camper release forms/Michigan DHHS Clearance forms/copies of adult leadership's BSA membership will cause your unit to experience lengthy delays in the check-in process.***





## SECURING UNIT LEADERSHIP FOR YOUR TRIP TO CAMP

The ideal method for Scout camping is found in the unit camping successfully under its own leadership. The Unit Committee is responsible for providing leadership to insure a camping experience for all Scouts in the unit. National policy requires at least two (2) adult leaders in all Scout activities. The main unit leader in camp must be 21 years old or older and a registered Scouter. Here's the sequence to provide leadership:

- FIRST:** Registered Scoutmaster
- SECOND:** Registered Assistant Scoutmasters
- THIRD:** Registered Unit Committee members
- FOURTH:** Other registered leadership such as the Chartered Organization Representative, a parent of a Scout in the unit, a member of the Chartered Organization, etc.

Don't say "We can't find a leader," until you've really tried. Remember, it is required and usually easier to secure two leaders instead of one! For additional details, get the publication, "Selecting Quality Leaders" from the Council Service Center.

### Procedure for securing Leaders

1. Call a meeting of the unit committee.
2. Discuss qualifications of a good leader.
3. List names of possible leaders.
4. Appoint a sub-committee to get the leaders.
5. Make an appointment with the prospects.
6. Call on the prospects

## HOST A PARENTS' NIGHT FOR SCOUTS IN YOUR UNIT ATTENDING SUMMER CAMP

Why a parents' night for camping? Your Scouts will go to camp when their parents are informed of the purpose and advantages of Scout Camping. Parents will be on your team, urging their sons to go when you have answered their questions about Health, Safety, Food, Fees, Leadership, Program, etc. Help parents feel responsible for making the camping program a success.

### Preparation for Parents' Night:

When the Unit Committee meets to discuss summer camp plans, select the campsite and date - then register online. Determine unit camp leadership. Then plan your Parents' Night using this guide. You need to get the word around, telling the parents why they should come to the meeting.

1. Our unit is going to camp on (date).
2. Come and learn about the camp program, fees, leadership and the purposes and advantage of camp life to your Scout as a working member of their patrol and unit while in camp.
3. Have your Scouts "talk up" the meeting weeks in advance.
4. Prepare and mail an attractive, informative invitation at least two weeks in advance. Mention special features such as a slide show, camp pictures, speakers, fun, etc. Follow up with personal phone calls

# PLANNING FOR CAMP

## The Unit Committee's Responsibility:

- Plan the program and get the interest of parents through good promotion.
- Perhaps a potluck or a pancake supper planned by the Scouts would be the best format.
- Parents will help decorate and even wash dishes if they understand that it's part of their "fair share" of the camping effort.
- Friendship, a willingness to serve, and a full turnout are assured when everyone becomes a part of the planning and helps to make the plan work.
- Too often an opportunity to sell parents on your program is spoiled through inadequate planning. Be thorough, be brief, show evidence that your committee means business and knows what it is doing. In a word, be sure your meeting has some polish and enthusiasm.
- Remember that the unit committee obligates itself to provide the opportunity for at least fifteen days and nights of camping for every Scout during the year.

## Unit Committee Follow-Up:

- Immediately after the Parents' Night, members of the Unit Committee should visit absentee parents and enlist their support and cooperation.
- As new Scouts join the unit, parents should be personally contacted and the unit camping plans explained by a member of the committee.
- Be sure every Scout and every family is using some type of earning and savings plan resulting in the Scout attending summer camp.

## SUGGESTED PARENTS' NIGHT AGENDA

**Purpose:** To review the unit's plans for outdoor program with parents and promote Scout attendance at Summer Camp. This should be held in January or February.

**Pre-opening:** Camping exhibits and demonstrations by the Patrol Leaders Council.

### Meeting:

1. Opening ceremony by the SPL.
2. Welcome and purpose of meeting by Unit Committee Chairman.
3. Camp promotional program by the Order of the Arrow or other selected summer camp representative
4. The Unit's plans for summer camp by the Scoutmaster.
  - a. Camp selection and why this camp fits the unit's needs this year.
  - b. Camping dates and campsite.
  - c. Camp leadership: exact needs and what is already in place.
  - d. Camp savings plan: suggest ways of earning money & saving for camp.
  - e. How to register, fee schedule and payment due dates.
  - f. [State of Michigan Registry Clearance Rules for Campers & Visitors - PLEASE MAKE SURE YOUR UNIT FAMILY MEMBERS KNOW ABOUT THE MICHIGAN REGISTRY CLEARANCE REQUIREMENTS.](#) If family members (21+ years old) arrive without MI Registry Clearance, our only option is to page a cleared member of the unit to the Camp Office to escort your visitors during their stay at camp for the day.
5. Question and answer period by the summer camp representative and Scoutmaster.
6. Closing ceremony by the Patrol Leaders' Council.







## **SCOUT'S PERSONAL SAVINGS PLAN**

### **Help Scouts Save for Summer Camp**

1. In early fall, introduce a chart to the unit and tell members how important it is. Suggest it as a patrol chart so Scouts can sign up by patrol.
2. Urge patrol leaders to sign up first. Put patrol members' names on the chart and get everyone in the patrol to save for camp. "Sign-up" means a Scout has saved at least \$5.00 or more before March 1. (A prize may be offered for the first 100% patrol signed up.)
3. Ask the Senior Patrol Leader or assistant Scoutmaster to bring the chart to the attention of the whole unit on a regular basis.
4. Adults in the unit should find out which Scouts are not signed up and try to get them committed.
5. The unit finance and records committeeman or the unit scribe should collect camp fees on a regular basis. These funds should be kept in trust by the committeeman or scribe.
6. Determine the amount of money each square represents on the chart and on the personal saving record card. Either the unit finance and records committeeman or the scribe may initial the chart with a marking pen for each payment on both the Scout's half of the record card and the unit's copy. The two Personal Savings Record card halves may be punched if desired.
7. If a Scout saves part of the camp fee and, due to an emergency, cannot attend camp, the unit should refund the money to them or give them a choice of camping equipment equal to the amount.
8. Check out our Financial Assistance Videos on the Summer Camp Video Resources page- <https://michiganscouting.org/summervideoresources/>

**\* Scouts have the opportunity to sell popcorn online year-round \***

# PLANNING FOR CAMP

## SUGGESTED INDIVIDUAL EQUIPMENT CHECKLIST:

All personal gear should be marked with the owner's name and unit number

✓	CLOTHING
	Complete BSA Uniform
	Hiking boots or shoes (closed toed shoes ONLY)
	Lightweight jacket
	Sweatshirt
	Raincoat or poncho
	Scout Hat
	Extra shirts
	Extra shorts/pants
	Pajamas/sleep clothes
	Handkerchiefs
	6 pairs extra socks
	6 changes underwear
	Tennis shoes (closed toed shoes ONLY)
✓	TOILETRY KIT
	Wash cloths
	Hand towel
	Body towel
	Soap
	Shampoo
	Toothbrush
	Toothpaste
	Comb/brush
	Deodorant
	Sunscreen
	Bug Spray
✓	AQUATIC ITEMS
	Swimsuit (pack on top)
	Beach Towel
	Goggles/swim mask
✓	BEDDING
	TENT (if applicable by camp)
	Pillow
	Sleeping Bag
	Extra Blanket (if desired)
	Ground/sleeping pad

✓	DAY ITEMS
	Daypack/backpack
	Wallet
	Notebook
	Pencils/pens
	Scout Handbook
	Merit Badge Book(s)
	Canteen/Water Bottle
	Camera
✓	EXTRAS
	Medication (in original container)
	Fishing Equipment
	Merit Badge Pre-requisites
	Musical Instrument
	Song Book
	Personal First Aid Kit
	Money (\$) for Trading Post
	Pocket Knife (with Totin' Chip)
	Matches/Lighter
	Compass
	Flashlight
	Batteries

This list is to be used as a guideline, needs will vary between Scouts.

While doing aquatics activities, swimsuits must be modest. For males, tight fitting swim briefs or swim bottoms short enough to allow exposure are not allowed - no speedos. For females, bikinis are not allowed; modest tankinis or one-piece swimsuits are appropriate.

Scouts may bring cell phones to camp for Merit Badge use, photographs, etc. but will **NOT** be allowed to use them if they disrupt class or are used inappropriately.

Scouts should not bring pagers, 2-way devices, or personal computers!

For safety reasons, sandals are only to be worn in the shower or at the beach. Closed toed shoes MUST be worn when traveling through camp!

Every Unit at camp should take a few minutes to determine if it has everything necessary for a quality program. Please refer to the "Suggested Unit Equipment Checklist" on your Camp Registration Page for a suggested list of items to take to camp and consult the Scoutmaster's Handbook for a more detailed list.

# HEALTH

## & SAFETY





# HEALTH FORMS



Effective January 1, 2010 the only health form that we are allowed to accept is the BSA Annual Health & Medical Record. Please visit the following link for the current health form: <http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx>

Parts A, B (both sides), and C MUST be completed including ALL required signatures for all campers - regardless of how long they will be in camp for. Sports physicals and/or any other physical forms will not be accepted. Participants arriving without the proper health form will be expected to complete the proper form at their expense to be able to remain in camp - no exceptions!

Adults without Part C will not be permitted access to camp - no exceptions! Adult leaders will also be required to go through a health check with the unit at check-in.

Any camper arriving to camp, who does not possess a valid BSA Health Form, will not be admitted onto camp property. **There will be no refunds for anyone who is not admitted to camp due to an invalid health form.**

All health forms must be renewed annually for both youth and adults. The BSA Health Form is valid until the last day of the month one year after it was issued (i.e. if your health form is dated June 6, 2021 - it is valid until June 30, 2022).

**Per State of Michigan policy, all Health Forms must be kept on file at Camp - HEALTH FORMS WILL NOT BE RETURNED - please bring a photocopy to camp - we are not able to provide a copy of your Health Form to you.**

## TETANUS SHOTS

For the benefit of individual health, as well as that of the community in general, it is the Boy Scouts of America national policy that members of the organization adhere to the joint recommendations of the Advisory Committee on Immunization Practices, the American Academy of Pediatrics, and the American Academy of Family Physicians with regard to obtaining age-appropriate immunizations.

When attending Boy Scouts of America programs or activities that require an annual health and medical record or specialty physical exam to be completed, it is required to have current tetanus immunization!

Exceptions to tetanus immunization will be accepted for medical, religious, or philosophical reasons. Those who choose not to receive the tetanus immunization are required to fill out a form releasing the Boy Scouts of America from liability. This form must be attached to your medical form upon your arrival to camp. A copy of this form can be found at the following link: <https://filestore.scouting.org/filestore/pdf/680-451.pdf>

Scouts and adult leaders who arrive to camp without an up-to-date tetanus vaccination or signed vaccination exemption form MUST go and receive one in town at their own expense. Failure to have an up-to-date tetanus vaccination can result in removal from camp.

# MENTAL EMOTIONAL AND SOCIAL HEALTH (MESH)

Our MESH initiative is in conjunction with the National Camp Accreditation Program and curriculum via the American Camps Association. We aim to craft community, culture, creativity, and a summer of fun. The tools and structure to support mental health outcomes are created through the lens of an emotionally safe environment for people at every level in every program. We encourage a team-based and growth mindset. Our Mental Health outcomes are centered on the balance of a healthy mind and body. We exercise this by teaching through our activities the importance of perseverance, leadership, vulnerability, and compassion.

As a part of our Health Services we have a designated seasonal staff member who supports MESH needs for Campers and Staff in conjunction with our Health Officers. This role is to support the mental, emotional, and social health of all participants and staff. They can relate effectively to diverse groups of people, assist our staff in responding to urgent and/or elevated behavioral or emotional situations, build trusting relationships with participants and staff, and assist in staff training. We utilize our health forms to inquire about mental health issues prior to attending camp to help identify specific support systems.

The following hotline numbers are available to all staff and campers:

ORGANIZATION	CONTACT TYPE	CONTACT NUMBER
Michigan Suicide & Crisis Lifeline	CALL	988
Crisis Text Line	TEXT	SIGNS to 741741
National Alliance on Mental Illness	CALL & TEXT	C: 1-800-950-6264 T: 62640
National Mental Health Hotline	CALL	1-866-903-3787
<b>CAMP ROTARY – CLARE COUNTY</b>		
Community Mental Health for Central Michigan Crisis Hotline	CALL	1-800-317-0708
<b>COLE CANOE BASE – OGEMAW COUNTY</b>		
The Coalition of HOPE Crisis Line	CALL	1-844-865-5569
<b>D-A SCOUT RANCH – LAPEER COUNTY</b>		
Lapeer County Community Mental Health	CALL	1-810-667-0500
Hope Hotline	CALL	1-800-334-4673
<b>GERBER SCOUT RESERVATION – MUSKEGON COUNTY</b>		
Health West	CALL	231-722-4357



# YOUTH PROTECTION & 2 DEEP LEADERSHIP

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 ON ALL OUTINGS REQUIRED.**

A minimum of two registered adult leaders, or one registered leader and a participating Scout’s parent, or another adult is required for all trips and outings. One of these adults must be 21 years of age or older.

### **ADULT SUPERVISION/COED ACTIVITIES:**

Male and female adult leaders must be present for all overnight coed Scouting trips and outings, even those including parent and child. Both male and female adult leaders must be 21 years of age or older, and one must be a registered member of the BSA.

The BSA now requires that **ALL** adults who wish to overnight as part of their camp stay **MUST** be a registered member of the BSA! Any adults who wish to stay on any Michigan Crossroads Council property overnight, that cannot show proper registration with the BSA, must leave the property - no refund!

## **ONE-ON-ONE CONTACT BETWEEN ADULTS AND YOUTH MEMBERS IS PROHIBITED.**

In situations requiring a personal conference, such as a Scoutmaster conference, the meeting is to be conducted with the knowledge and in view of other adults and/or youth.

## **TWO-DEEP LEADERSHIP AND NO ONE-ON-ONE CONTACT BETWEEN ADULTS AND YOUTH MEMBERS INCLUDES DIGITAL COMMUNICATION.**

Leaders may not have one-on-one private online communications or engage one-on-one in other digital activities (games, social media, etc.) with youth members. Leaders should copy a parent and another leader in digital and online communication, ensuring no one-on-one contact exists in text, social media, or other forms of online or digital communication.

## **AGE-APPROPRIATE AND SEPARATE ACCOMMODATIONS FOR ADULTS AND SCOUTS ARE REQUIRED.**

### **TENTING:**

- Separate tenting arrangements must be provided for male and female adults as well as for male and female youth.
- Youth sharing tents must be no more than two years apart in age.
- In Cub Scouting, parents and guardians may share a tent with their family.
- In all other programs, youth and adults tent separately.
- No adult may share a tent with a person of the opposite sex unless he or she is that adult’s spouse; spouses may share tents.

### **LODGING / CABIN ACCOMODATIONS:**

Whenever possible, separate cabins or lodging should be provided for male and female adults as well as for male and female youth. Where separate accommodations cannot be provided due to group size or limited availability, modifications may be made. Where completely separate accommodations are not available, additional supervision is required.

- If adults and youth of the same gender occupy single-room accommodations, there must be a minimum of two adults and four youth, with all adults being Youth Protection trained.
- Physical separation by other means, including temporary barriers or space, should be used only when no other arrangements are possible.
- These modifications are limited to single-gender accommodations.

### **SHOWER FACILITIES:**

Whenever possible, separate shower and latrine facilities should be provided for male/female adults and male/female youth. If separate facilities are not available, separate shower times should be scheduled and posted.

## **THE BUDDY SYSTEM SHOULD BE USED AT ALL TIMES.**

The buddy system is a safety measure for all Scouting activities. Buddies should know and be comfortable with each other. Self-selection with no more than two years age or significant differences in maturity should be strongly encouraged. When necessary, a buddy team may consist of three Scouts. No youth should be forced into or made to feel uncomfortable by a buddy assignment.

## **PRIVACY OF YOUTH IS RESPECTED.**

Adult leaders and youth must respect each other’s privacy, especially in situations such as changing clothes and taking showers at camp. Adults may enter youth changing or showering areas only to the extent that health and safety requires. Adults must protect their own privacy in similar situations.



# YOUTH PROTECTION & 2 DEEP LEADERSHIP

## **INAPPROPRIATE USE OF SMART PHONES, CAMERAS, IMAGING, OR DIGITAL DEVICES IS PROHIBITED.**

Although most Scouts and leaders use cameras and other imaging devices responsibly, it is easy to unintentionally or inadvertently invade the privacy of other individuals with such devices. The use of any device capable of recording or transmitting visual images in or near shower houses, restrooms, or other areas where privacy is expected is inappropriate.

## **NO SECRET ORGANIZATIONS.**

The BSA does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.

## **YOUTH LEADERSHIP IS MONITORED BY ADULT LEADERS.**

Adult leaders must monitor and guide the leadership techniques used by youth leaders and ensure BSA policies are followed.

## **DISCIPLINE MUST BE CONSTRUCTIVE.**

Discipline used in Scouting must be constructive and reflect Scouting's values. Corporal punishment is never permitted. Disciplinary activities involving isolation, humiliation, or ridicule are prohibited. Examples of positive discipline include verbal praise and high fives.

## **APPROPRIATE ATTIRE IS REQUIRED FOR ALL ACTIVITIES.**

Proper clothing for activities is required. Certain activities will require the use of long pants and/or long sleeves. Please check your camp specific appendix for merit badge and program clothing requirements. For questions on summer camp dress code, please refer to page 28.

## **NO HAZING.**

Hazing and initiations are prohibited and may not be included as part of any Scouting activity.

## **NO BULLYING.**

Verbal, physical, and cyberbullying are prohibited in Scouting.

## **MANDATORY REPORTING OF CHILD ABUSE.**

All persons involved in Scouting must report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, exposed to any form of violence or threat, exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. This duty cannot be delegated to any other person.

Immediately notify the Camp Director of this report, or of any violation of BSA's Youth Protection policies, so he or she may take appropriate action for the safety of our Scouts, make appropriate notifications, and follow up with investigating agencies.

State-by-state mandatory reporting information:  
[www.childwelfare.gov](http://www.childwelfare.gov)

## **ALL ADULT LEADERS AND YOUTH MEMBERS HAVE RESPONSIBILITY.**

Everyone is responsible for acting in accordance with the Scout Oath and Scout Law. Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Scouting program and may result in revocation of membership. For more information, please see the BSA's Guide to Safe Scouting and Youth Protection resources.

## **UNITS ARE RESPONSIBLE TO ENFORCE YOUTH PROTECTION POLICIES.**

Adult leaders in Scouting units are responsible for monitoring the behavior of youth members and other leaders and interceding when necessary. If youth members misbehave, their parents should be informed and asked for assistance.

## **INCIDENTS REQUIRING AN IMMEDIATE REPORT TO THE CAMP DIRECTOR.**

The following must be reported to the Camp Director for action immediately:

- Any threat or use of a weapon
- Any negative behavior associated with race, color, national origin, religion, sexual orientation, or disability
- Any reports to authorities where the BSA's Mandatory Reporting of Child Abuse policy or your state's mandatory reporting of child abuse laws apply
- Any abuse of a child that meets state reporting mandates for bullying or harassment
- Any mention or threats of suicide

If someone is at immediate risk of harm, call 911.

If a Scout is bullied because of race, color, national origin, religion, sexual orientation, or disability, and local help is not working to solve the problem, contact the BSA Member Care Contact Center at 972-580-2489, or send an email to [youth.protection@scouting.org](mailto:youth.protection@scouting.org).



# SUMMER CAMP CAMPER DRESS CODE

The Michigan Crossroads Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgement to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- **Clothing** should not include profanity or images that do not support the Scout Oath and Law
- **Proper** undergarments should be worn
- **Pants and shorts** must
  - Completely cover undergarments
  - Not allow for exposure of the buttocks
  - Stay up without the use of hands
- **All shirts** must
  - Have wide straps or cover the shoulders - no "spaghetti straps"
  - Not be see-through or expose the side of the body
  - Be worn at all times outside of the aquatics area or shower house
- **Closed-toed shoes** must be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be **barefoot** unless in the designated Aquatics areas, the shower, or in their tent.
- **Swimwear** must be modest
  - For males, tight fitting swim briefs or swim bottoms short enough to allow for exposure are not allowed - no speedos
  - For females, bikinis are not allowed, modest tankinis or one-piece swimsuits are appropriate



# SPECIAL DIETARY NEEDS

The Michigan Crossroads Council defines a special dietary need as one of the following:

1. A known food allergy
2. A diet based on a pre-existing medical condition
3. A diet based on religious principles

Persons with diets that do not fall under the above categories do not qualify for special diet services while at camp. Please consult with the Camp Director for further information & guidance.

Our camps continually strive to make your dining experience a positive one during your stay with us. Great care is made to ensure quality, quantity, & variety in each meal we prepare.

However there are also people who require special attention to their diet. We make it a practice to accommodate as best we can those who have special dietary needs. This can be done by contacting the Camp Director at least **2 weeks** prior to your arrival at camp.

While every effort will be made to accommodate the special dietary needs of you and your Scouts, you may need to bring supplemental food items to camp that we cannot provide locally.

Campers who require special diets should note so on their registration. In order to make your final payment for camp, you will need to list any dietary restrictions on each camper's registration.

## ! Dietary Restrictions ?

Dietary Restrictions

If the camper has no dietary restriction, simply type "NONE" in the box.

If the camper does have dietary restrictions, type them here. Dietary restrictions include:

- Food allergies (i.e. eggs, milk, soy, banana, etc.)
- Diets based on a medical condition (i.e. gluten free, vegetarian, vegan, etc.)
- Diets based on religious principles (i.e. Kosher, Halal, etc.)

MCC has worked with both our food service provider and local businesses to do our best to accommodate our campers that have special dietary needs. In the event that we cannot accommodate a special dietary request, campers with a highly regulated diet will sometimes need to bring their own food to camp with them.

The Michigan Crossroads Council operates "nut free" dining facilities.



MICHIGAN & BSA/MCC CAMPS

# POLICIES

**RULES & REGULATIONS**



# STATE OF MICHIGAN REGULATIONS FOR 2024

## **DHHS CENTRAL REGISTRY CLEARANCE REQUIREMENT** **All campers and visitors over the age of 21 are required to comply**

The State of Michigan requires all adults (21 and older) that are on camp property to go through a Central Registry Clearance with the Department of Health & Human Services of Michigan (DHHS). Although the rule states that this pertains to “staff”, the state defines “staff” as either a paid employee OR a volunteer who has responsibility for the direct care or supervision of campers or who has unsupervised contact with campers. The State of Michigan requires us to document that EVERY individual aged 21 and older on camp property be cleared by the Central Registry / State of Michigan.

All campers and visitors are required to get a new letter **ANNUALLY!** Previous year’s letters are NOT valid.

Both CAMPERS and VISITORS 21+ years of age who plan to attend OR visit any MCC Summer Camp this summer must:

**1. APPLY:** Submit a [State of Michigan Request for Central Registry Clearance Form](#) – there is no cost associated with this process.

**DO NOT REQUEST TO MAIL YOUR RESULTS TO THE CAMP!!!** Results **must** be mailed or emailed to the individual requesting clearance.

**2. OBTAIN AND COPY:** Upon approval, the individual seeking clearance will receive a form letter, DHHS 1910, from the State of Michigan showing that they have been cleared. The individual will need to make a **copy** of this letter for **each** camp they plan to attend / visit during the summer season.

**3. SUBMIT:** For Campers – a copy of each camper’s DHHS Clearance Letter must be submitted to the camp office upon their arrival to camp. For **full-time** campers, this will need to be turned in during the Unit’s check-in process. For **part-time** campers, this can either be turned in during the Unit’s check-in process or can be presented by the individual when they check in to camp.

*Campers who cannot provide a DHHS Clearance Letter will not be granted access to the property – no refunds will be given to individuals who cannot access camp due to not having a Clearance Letter.*

For Visitors – a copy of each visitor’s DHHS Clearance Letter must be submitted to the camp office upon check-in. Visitors who cannot submit a DHHS Clearance Letter must agree to be always escorted by a cleared individual while on the property OR will not be granted access to the property.

*Units will be responsible for providing escorts to Uncleared individuals from their unit – camps will not provide an escort for any visitors.*

To ensure that your Unit family & friends who will be visiting you this summer do not get turned away or delayed, please notify your unit families of this State of Michigan rule.

**<https://bit.ly/DHHS-SoMLARA-Clearance>**

**ADULTS ATTENDING CAMP FROM OUT OF STATE should  
contact their Camp Director for more specific instructions.**

## STATE OF MICHIGAN LAWS/ADMINISTRATIVE RULES

**Public Act 116 of 1973** provides for the licensing of children's camps. Administrative rules require written procedures on the following items be provided to every staff member and leader:

**Rule 113** No camper shall be deprived of food or sleep, be placed alone without staff supervision, observation and interaction, or be subjected to ridicule, threat, corporal punishment, hazing or excessive physical exercise.

**Rule 115** It is mandatory that any staff member or volunteer report to their director any actual or suspected case of child abuse or neglect immediately. The Director shall immediately contact the Camp Director, who shall by phone report to the Centralized Intake at 855-444-3911 and file a written report within 72 hours. "This is the responsibility of all staff members and volunteer leaders."

The camp staff members shall ensure confidentiality of the information and only involve those necessary according to the reporting procedures. In addition, if the alleged abuse occurred at camp, the camp director shall ensure the alleged perpetrator is separated from the campers until the incident is resolved, until the threat is removed, or as long as necessary to protect the safety and welfare of the campers.

**Rule 119** Each staff member and volunteer leader must be alert at all times to each camper's physical state. Any observed change should be reported to the Camp Director for the appropriate action. This can most easily be done during swim checks (cuts, bruises, etc.) and at meal times for behavioral patterns.

**Rule 123** The camp shall hold all prescription and nonprescription drugs and medications in locked storage unless medically contraindicated.

**Rule 400.1111** A camp shall ensure that the ratio of adult staff members to campers at any one time is as follows:

1. For campers below the age of 13, during their awake hours there shall be 1 adult staff member for every 10 campers or a fraction thereof beyond the first 10.
2. For campers below the age of 13, during their sleeping hours there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.

3. For campers 13 years of age or older, there shall be 1 adult staff member for every 14 campers or a fraction thereof beyond the first 14.
4. For campers with disabilities, during their awake hours there shall be 1 adult staff member for every 3 campers or a fraction thereof beyond the first 3.
5. For campers with disabilities, during their sleeping hours there shall be 1 adult staff member for every 6 campers or a fraction thereof beyond the first 6.
6. The minimum number of staff on duty and in camp is 2 adult staff members

In a camp that has more than 50 campers, the camp director shall not be included in determining the staff member-camper ratio and shall not serve full-time as the health officer or as an aquatics supervisor.

**MCL 722.113f** Child care organization receiving notice of high-risk special investigation; notification to parent or legal guardian;

1. There is also a written notification that is required. See Statute "MCL 722.113f(2): Except as provided in subsection (5), within 24 hours after a child care organization receives notice that a high-risk special investigation is being conducted by the department, the child care organization shall make a good-faith effort to make oral notification to each parent or legal guardian of 1 or more of the following:
  - a) Children who were under the child care organization's care at the site and the time the incident being investigated occurred.
  - b) If the individual being investigated is still present at the child care organization at the time of the investigation, children who have or will come into contact with the individual being investigated as long as that individual is present at the child care organization.
2. The child care organization shall send written notification within 1 business day after the initial good-faith attempt under subsection (1) at oral notification. For the purpose of this subsection, written notification shall be given by 1 of the following:
  - (a) Mail service.
  - (b) Facsimile transmission.
  - (c) Electronic mail.



# CAMP BEHAVIORAL POLICIES

## YOUTH AND/OR ADULT VIOLENT BEHAVIOR

The directors and staff at our camps are coached in preventative measures when it comes to youth and/or adult violent behavior. We are not trained, nor do we have the ability, to handle situations relating to violent behavior. If these types of situations should arise at camp, we will immediately contact local authorities for professional assistance. The youth and/or adult will be sent home to seek professional guidance - no refund. Please keep us apprised of any discipline/behavior problems you may experience during the week. The Michigan Crossroads Council maintains a zero-tolerance policy for violent behavior.

## DISCIPLINE POLICY:

Our campers' safety is our first and foremost priority. Actions taken by any camper that puts another's safety at risk, such as Youth Protection violations, allegations of abuse, self-harm, verbal or physical assault, and other actions clearly defined in Scouting's Barriers to Abuse and the Guide to Safe Scouting will result in immediate action by the camp administration. This action will include a discussion with the Unit Leader at camp and may result in expulsion from camp based on the degree of the action.

## EXPULSION POLICY – REMOVING A CAMPER FROM CAMP:

If, in our judgement, any camper's behavior places the well-being of others at risk of injury, we will act quickly and decisively to resolve the situation:

- Closer supervision
- Redirection to more appropriate activities
- Removal from tense situations
- Firm and consistent limit-setting
- Provision of alternative outlets for the expression of feelings

The camper code of conduct states that Scouts and Adult Leaders that visit our camp properties for their summer camp experience will adhere to the rules, policies, and procedures of the specific camp they are attending, the Michigan Crossroads Council, and the Boy Scouts of America. **By signing you or your Scout up for a summer camp experience, you are agreeing to adhere to these rules, policies, and procedures.**

If we are unable to achieve positive change, our goal is to connect the camper with the professional supports needed for their success, while maintaining a safe environment. If inappropriate or unsafe behavior has not been resolved within a reasonable amount of time, despite our efforts, expulsion from Camp may be appropriate.

In the event that a camper will need to be removed from camp, our staff will work as a team with unit leadership and the parents/guardians of youth campers for the best care plan for them. A teamwork approach is the only way to correct repeated inappropriate behavior. Parents patience, support, and follow through are not only appreciated, but also necessary. Expulsion from the program will be considered in extreme situations, or when dictated by Scouting's Barriers to Abuse and/or the Guide to Safe Scouting. This includes, but is not limited to, physical altercations, discriminatory language, and failure to follow camp, council, or national policies and procedures.

**When a parent signs a camper up for camp, they agree to be available (or to have another designated guardian available) to pick up their camper should the need arise.** Expulsion from camp will be facilitated by the Camp Administration through the Unit Leader.



# NATIONAL CAMP ACCREDITATION PROGRAM



The National Office of the Boy Scouts of America states that the purpose of the National Camp Accreditation Program (NCAP) is to help councils elevate camps to new levels of excellence in delivering Scouting's promise to youth. Councils will engage in a rigorous review of camps and properties, continuous improvement, and correction or elimination of substandard practices.

**NCAP achieves this purpose through the following:**

- National Camp Standards
- Application and Authorization to Operate Review
- Camp Strategic Analysis
- Continuous Camp Improvement Program
- Annual Camp Assessment Process

Only camps that successfully complete all five aspects of the NCAP are BSA accredited camps.

Our camps are inspected during the first week of operation by a team of trained "Visitation Specialists" to ensure that our camps & programs meet BSA National Standards. The State of Michigan / Department of Human Services, the Health Department, the State of Michigan Licensing & Regulatory Affairs Department, and other departments concerned with the safety and well being of our campers also make routine inspections of our properties and programs.

**Per standard AO-802, all Michigan Crossroads Council Camps continue to earn and operate as BSA NCAP Accredited Camps.**

# BSA MCC CAMP POLICIES

## YOUTH PROTECTION REPORTING POLICY

Any suspicion or belief that any child is or has been physically, emotionally or sexually abused, exploited or exposed to any form of violence, threat, pornography or obscene material should be reported to the local authorities AND to the Scout Executive. At summer camp, the Camp Director serves as the designee for the Scout Executive.

State of Michigan policies on youth protection can be found on page 32 of this guide.

The Michigan Department of Health and Human Services hot line number is 855-444-3911. This toll-free number allows you to report abuse or neglect of any child or adult any time day or night.

## DRUGS & ALCOHOL

The Michigan Crossroads Council and the Boy Scouts of America are committed to providing a safe, healthy, and productive camp and camping experience. Accordingly, the possession or use of, or being under the influence of, illegal drugs (as classified under federal, state or local laws), including marijuana, and / or the possession of drug paraphernalia, will not be tolerated on any properties (including camps) of the Michigan Crossroads Council or the Boy Scouts of America.

Smoking is only permitted in the designated smoking area, away from campers and guests. Cigarettes, cigars, pipes, e-cigs, vapes, snuff, chew, and other tobacco products/ nicotine delivery devices are not permitted outside of the designated smoking area.

Possession, consumption, or being under the influence of alcohol, including beer, will not be tolerated on the properties of the Michigan Crossroads Council or the Boy Scouts of America.

Violation of this policy will result in immediate removal from camp (with no refund) and may also result in legal prosecution.

While the proper use of prescribed medication by a patient under the care of a physician is permitted, such prescription medications must be dispensed by the Camp Health Director or the designated Unit Leader in your site in accordance with the rules of the Boy Scouts of America.

Michigan Crossroads Council Camps are "Drug & Alcohol Free Zones."

**For purposes of this policy, marijuana is an illegal drug and is not a prescribed medication.**

## ILLEGAL, IMMORAL, AND/OR UNACCEPTABLE ACTS

As a character building organization caring for other people's children in camp, illegal, immoral or other activities generally considered unacceptable by society have no place in the Boy Scouts of America. This includes all forms of hazing and unit initiations.

## LIVING QUARTERS

The Michigan Crossroads Council and the Boy Scouts of America reserve the right to enter quarters (not limited to but including tents) during reasonable hours, when necessary, in order to provide for efficient service, repairs, improvements, maintenance, fire safety inspections, or enforcement of Michigan Crossroads Council and Boy Scouts of America regulations and policies.

## SUMMER CAMP CAMPER DRESS CODE

The Michigan Crossroads Council encourages our campers to dress comfortably while they are at camp. Campers should use their best judgement to dress appropriately and not wear anything that would make other campers feel uncomfortable. When packing for camp, the following dress code items should be adhered to:

- **Clothing** should not include profanity or images that do not support the Scout Oath and Law
- Proper **undergarments** should be worn
- **Pants and shorts** must
  - Completely cover undergarments
  - Not allow for exposure of the buttocks
  - Stay up without the use of hands
- **All shirts** must
  - Have wide straps or cover the shoulders - no "spaghetti straps"
  - Not be see-through or expose the side of the body
  - Be worn at all times outside of the aquatics area or shower house
- **Closed-toed shoes** must be worn at all times except while in the aquatics area, shower house, or as deemed safe by the Camp Director. At no time should a camper be barefoot unless in the designated Aquatics areas, the shower, or in their tent.
- **Swimwear** must be modest
  - For males, tight fitting swim briefs or swim bottoms short enough to allow for exposure are not allowed - no speedos
  - For females, bikinis are not allowed, modest tankinis or one-piece swimsuits are appropriate



## PERSONAL EQUIPMENT, FIREARMS, FIREWORKS, AND AMMUNITION

Michigan Crossroads Council policy DOES NOT allow for any of the following personal items / safety equipment to be brought onto camp property:

<b>Firearms*:</b> crossbows, etc.	Rifles, shotguns, pistols (including off-duty law enforcement), bows,
<b>Shooting Sports*:</b>	Wrist rockets, slingshots, tomahawks, throwing knives, etc.
<b>Ammunition*:</b>	Bullets, slugs, shot-shells, BBs, arrows, etc. (Ammunition is never allowed outside of the range area in any form)
<b>Fireworks*:</b>	Poppers, firecrackers, fountains, mortars, etc.
<b>Climbing:</b>	Harnesses, helmets, gloves, carabiners, belay devices, rope, etc.
<b>Aquatics:</b>	Lif jackets, personal watercraft + paddles & oars, lifesaving equipment, etc.
<b>Skilled Trades:</b>	Welding jacket, welding gloves, welding helmets, hand tools, etc.

\*Violations will result in immediate removal from camp - no refund. The MCC maintains a "zero-tolerance" policy on firearms, shooting sports, ammunition, and fireworks violations.

All of our MCC Camps provide adequate equipment to serve your unit's shooting sports, climbing, and other program needs. All personal equipment should be left at home and not brought with you to camp.

Campers that have any of the above listed items (including service pistols) will be given the opportunity to turn them in to the Camp Office upon Sunday check-in. There, they will be stored under lock and key until the end of the week. You **MAY NOT** lock any personal equipment in your vehicle (including service pistols). Personal equipment will then be returned to you upon your departure from camp. Personal equipment will **NOT** be allowed to be used on camp property. Failure to turn in personal equipment will result in your immediate removal from camp - no refund!

## TRANSPORTATION

The Michigan Crossroads Council is not able to transport individuals to "off the property" activities (except for pre-approved and licensed "Trek Programs" as defined by NCAP and the State of Michigan) or appointments, including non-emergency medical situations. The unit is responsible for all "off property transportation" and is to make sure that those providing that transportation are doing it in accordance with all rules and regulations established by the National Council of Boy Scouts of America and the State of Michigan. Units must make sure that the vehicles being used to transport Scouts are in excellent working order, the driver is currently licensed, and all appropriate insurances are in effect.

Camp vehicles are NOT available for the transport of Scouts or Leaders. If a camper needs gear transported during the week, prior arrangements must be made with the Camp Office.

All riders are to use seat belts at all times and are not to distract drivers at any time. All emergency situations are dealt with as is appropriate.





## FINAL REMINDERS

- All persons who wish to attend Michigan Crossroads Council camps must be registered with the Boy Scouts of America.
- The person in charge of your unit must be currently registered as a Scouter who has been approved by the unit's Chartering Organization and be at least 21 years old.
- Units must have 2 deep leadership at all times.
- All unit reservations are made to best accommodate our customers and the space available in each campsite. Depending on the Unit reservations for your week at camp, your campsite may be home to more than one unit. Sharing a campsite can provide your Scouts with an excellent opportunity to make new friends and share in the many duties and activities available at camp during your week at camp. **Each MCC Camp reserves the right to make final campsite assignments or re-assignments.**
- **No pets** are allowed in any area of camp beyond the parking lot - Please make sure your visitors are aware of this policy. This rule does not pertain to registered service animals with accompanying paperwork. **At our MCC camps, a service animal is a dog that is trained to do work for, and to assist, an individual with a disability. Emotional support and other therapy animals are not considered service animals under ADA Title II and Title III.**
- Closed-toed footwear must be worn in camp at all times except while in the designated aquatic areas, shower, or bed. This includes traveling to or from the Aquatics area or a shower house.
- Anyone arriving at or leaving camp must sign in or out at the Camp Office.
- No flames or open fires are permitted in tents at any time.
- It is a violation of law to tamper with smoke detectors in camp buildings and structures.
- The Scout uniform is the proper dress for dinner & evening flag. It is strongly encouraged at all other times.
- Scoutmasters are responsible for discipline of the Scouts in their units.
- Scouts are not allowed in restricted areas without permission of the staff member on duty. Restricted areas include the Aquatics, COPE & Climbing, and Shooting Sports program areas - other areas as indicated by each camp.
- Flammable liquid stoves and lanterns must be used and filled only by adult leaders. Liquid fuels must be stored in accordance with each camp's Chemical Fuel Policy.
- Other rules deemed necessary by each individual Camp Director.



YOUR UNIT

# PROGRAM AT CAMP



# PLANNING FOR CAMP

The program of each camp is based on the needs, desires and interests of units and individuals as expressed in the Unit Program Schedule. Each unit will have its own program highlights prepared prior to arrival at camp. When you and your Scouts arrive at camp, you'll find a staff that is ready, willing, and able to assist you with your week's program. The staff is there, not to lead your unit - that's your privilege as a Scout leader - but to provide assistance in the form of counseling merit badges, providing backup service, and to give the Scouts a role model.

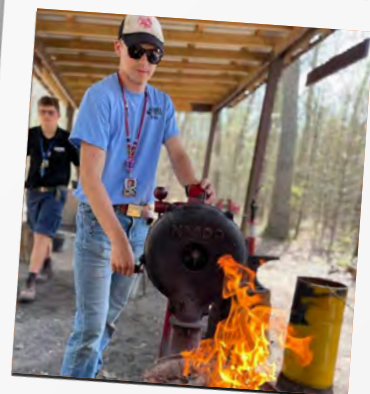
Time and again, research has shown that Scouts remain in the Scouting program when their Units take the extra time to plan a strong outdoor program. We know from experience that Units who plan their summer experience before they arrive are the ones that leave camp the most satisfied.

Your unit should plan to take full advantage of your week at camp. Patrol structure should be used to help the Scouts get used to democratic leadership. In order to ensure that your Scouts have the opportunity to take and complete the merit badges of their choice, you'll need to coordinate with them and guide them ***before*** they get to camp.

While at camp, don't forget that you have a voice in how camp is being run. All of our Michigan Crossroads Council camps offer Leaders Roundtables where your comments will be greatly appreciated. Don't wait until Saturday and your evaluation to tell us your needs. Ask during the week, and you'll be pleased when the staff is eager to help you.

Please make the information in this guide available to all Scouts and Leaders attending camp - as well as any parents whose child will be in attendance. By allowing everyone involved to have the same information, communication and understanding between all parties becomes much easier! **Be Prepared!**

As a thank you for your thorough comprehension of this material, please see the Business Manager at 4pm on Thursday for a special gift.



# DEVELOPING YOUR UNIT'S PROGRAM

Planning your program should start now. It is not necessary to plan everything down to the minute. A brief outline is what you need at this time:

- a. Become familiar with this Leader's Guide AND the Program Specific Guide for your Camp
- b. Discuss all program possibilities with your Patrol Leader's Council.
- c. Know the needs and wishes of the Scouts in your unit. Have your patrol leaders make a list of the needs of each Scout in their patrols and the activities they would like to do as a patrol or as a unit. They should report back to the Patrol Leaders' Council.
- d. At the next Patrol Leaders' Council meeting, develop your program based on your needs and desires.
- e. Remember, your unit program must be flexible for you to share the facilities with other units in camp.

The camp program is the combination of all the factors of living in the camp community. Since each unit's program will be different, the needs and interests are different. There are four general patterns within the unit's program that should be in evidence. They are:

1. Activities in which all members of the unit take part.
2. Activities that are best carried out on a patrol basis.
3. Informal activities more suitable for a few Scouts to do together.
4. Special interests a Scout might follow on their own.

There will be many activities in camp for which adult leaders and unit leadership will accept sole responsibility. They may seek information or help from the staff or a commissioner, but it is important that each unit establish its own identity and gain experience in the building and administration of its own program. It isn't Scout camping unless the patrol is the functioning group in the administration of the unit program in camp. The balanced program - the total living experience in camp - must revolve around the Scout and their personal interests with their friends, in their patrol, in their unit, and in their camp community.

It is the responsibility of adult leaders, unit leaders, and the Patrol Leaders' Council to establish the program and schedule for the unit. Within this program and schedule, adequate time for the four general patterns listed above should be allowed. The unit is a source of authority and the framework within which the complete program is planned as far as the Scout is concerned.



# ADVANCEMENT

## ADVANCEMENT IN CAMP

Summer camp holds many opportunities for advancement, particularly in areas related to the outdoors. The camp staff includes many experts who will assist Scouts in advancement. Scout advancement requirements and procedures, of course, must be followed at camp as they would be in any other setting.

All advancement in Scouting occurs in four parts. This does not change at summer camp. These parts are:

- 1. The Scout learns** in meetings, on hikes, while camping, and on their own.
- 2. The Scout is evaluated.** The unit leader's council may name patrol leaders, qualified youth leaders, unit instructors, and/or unit leaders of the unit committee to test Scouts on advancement.
- 3. The Scout is reviewed.** Boards of review for all progress awards are conducted by at least three members of the unit committee. The rank of Eagle requires a special review by at least three members of the unit committee and a member of the district advancement committee. This is not held in camp.

### Procedure at camp:

- The progress award review is set up by the Scout Leader and conducted as outlined under #3.
  - The review is held by the unit committee and the council advancement report is properly filled out. This form is then sent to the Council Service Center.
  - The Camp Director or his designee will issue rank cards to the Scoutmaster upon request.
- 4. The Scout gets their badge.** Merit Badges and Rank awards will not be available in the Trading Post but may be purchased at the Council Service Center. An advancement report will be needed when purchasing the awards and badges.

## ADVANCEMENT PLANNING

To have a successful advancement program at camp, your Scouts should start planning before camp. Each Scout, with a leader's assistance, should decide which merit badges and/or rank requirements they will work on at camp. Remember, it's usually better to begin two badges and complete them than to start five badges and finish none of them.

We urge that you work with each Scout as much as possible in the pre-camp preparations. Leaders who will be teaching parts of merit badges should also prepare themselves and any materials they may need. Some Star and Life service work is available at camp; contact the Camp Director, Ranger, or Quartermaster. The Scoutmaster must approve this work in advance.



# ADVANCEMENT

## TRACKING ADVANCEMENT AT SUMMER CAMP

All Michigan Crossroads Council Camps will be utilizing the online registration system for registering, tracking progress during camp, and reporting completions and partials to units after their week of camp.

The camp administration team will work diligently to ensure that merit badge tracking data is updated each evening by 11pm. Please understand that power outages, server crashes, and unscheduled website maintenance may prevent this from occurring.

If you have questions regarding your Scouts progress for the week that you cannot obtain from the online tracking sheets, please speak with the Merit Badge Counselor or the Camp Program Director.

### Merit Badge sign-ups and completion:

- The Scout or the Unit will sign-up for desired merit badge(s) in the online registration system before arriving at camp
- The Unit should bring two printouts of the units merit badge schedule with each scout on it when they arrive at camp on check-in day: one for the Scout to have, and one for the Unit to utilize
- The Unit Leader in charge will be given a list of all Scouts and their accompanying merit badges during check-in; they will need to sign this list as "approved", taking place of the "Unit Leader Authorization" section of the blue card
- The camp retains the aforementioned list as the leader approval for each scout to participate in those listed merit badges
- During the week each Scout is checked as present or absent each day
- Each requirement is listed on the class roster and is checked-off daily if completed
- At the end of the week the Scout is listed as complete or partial (with all requirements listed needing to complete)
- The unit is given a final report upon leaving camp with all information on each scouts completed badges or partial requirements needed - **this report is used instead of the use of blue cards**
- The unit will have access to go back to the registration system and print blue cards for each scout after they return from camp. (see "Printing Blue Cards" on page 45)
- It is important that the unit prints these cards for each scout immediately after camp to ensure that the Scout has all records for rank advancement and will be ready to contact a counselor to complete and sign-off on remaining requirements
- The blue card will print all of the scout's info and the requirements checked off - the system will not print a partial blue card
- If needed the unit has the ability to print reports up to seven years after camp
- Also note that our registration system already provides a **Scoutbook** and **Troopmaster** export feature

ONLINE

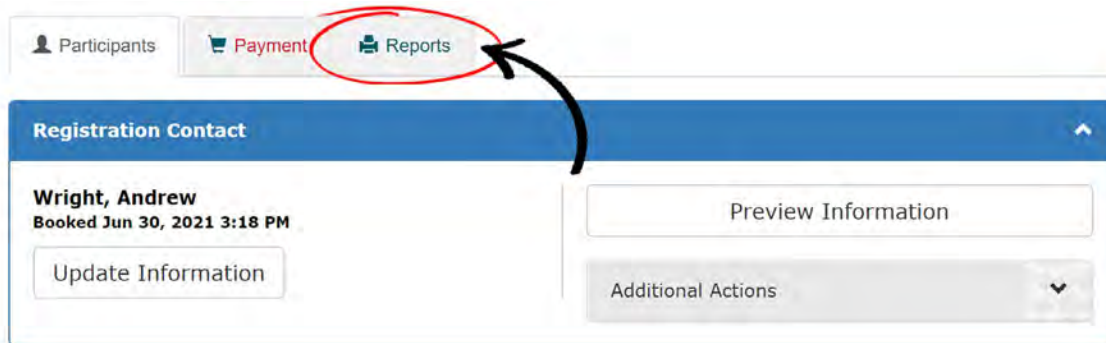
# BLUE CARDS

## & REPORTS



# PRINTING REPORTS

The Michigan Crossroads Council is pleased to be able to offer our Scouts BSA Resident Summer Camp Unit Leaders with a full array of available reports, both before, during, and after your summer camp experience at your MCC Scouts BSA Resident Camp this summer. Please be reminded of the following reports available through your Scouts BSA Resident Summer Camp Reservation via the MCC website. After logging into your Scouts BSA Resident Summer Camp reservation, click on the “Reports” tab at the top of the page:



## You will then see the following reports listing available to you:

**Payment Allocations:** This report is especially important in the months leading up to your summer camp experience because it shows the payment status for each attendee.

**Participant Payment Detail:** This report shows how payments were allocated to each individual participant.

**Class Schedule:** The class schedule report will generate 1 daily schedule per scout. The class schedule report is helpful in providing scouts with a printed copy of their schedule for each day.

**Scout Summary:** The scout summary report is designed for units to see a list by scout, and what merit badges those scouts are taking during each session of camp. The scout summary report is helpful for unit leaders in keeping track of where their scouts should be at any given class time.

**Class Summary:** The class summary report is designed for units to see a list of all classes being taken by their scouts. The class summary report is helpful for unit leaders that want to see how many and which scouts are taking each class offered.

**Period Summary:** The period summary report is designed for units to see a list of class times and the classes that their scouts are taking during each time period. The period summary report is helpful for unit leaders keeping track of where their scouts are in camp during each class session.

**Trading Post Packing List:** This report prints a packing list of the pre-ordered T-shirts that were ordered as part of your registration.

**Scoutmaster QR Codes:** This is a Scoutmaster report designed for summer camp. It prints the QR codes used to access each Scout's schedule on a cell phone or tablet.

**Unit Advancement Detail:** This report allows the unit to print off a list of all completed requirements in grid form, which is useful for updating in Scoutbook or another online advancement tracking system.

**Class Prerequisites by Participant:** This report creates one page for each attendee showing their prerequisites that will need to be completed before coming to camp.

**Unit Advancement Summary:** This report allows the unit to print off a compact list of all completed requirements, which is useful for updating in Scoutbook or another online advancement tracking system.

**Blue Cards - Plain Paper:** This allows the unit to print their own Blue Cards three to a page using standard 8.5 x 11 paper.

**Badges – Incomplete:** This report is for Scouts who have partially completed a merit badge. It is used to give the Scouts a record of their completion progress.

**Customer Invoice:** This report generates a printable Customer Invoice showing all charges and payments for the registration.

Units that wish to print any of these reports can do so by logging into their reservation and clicking on the reports tab at the top of the screen. Once on the “Reports” screen, simply click on the button for the report you would like to generate and then click “preview report”.

Please review these reports and be sure to take advantage of this awesome resource to enhance your summer camp experience!

# PRINTING BLUE CARDS

**The Michigan Crossroads Council utilizes the built in electronic blue card reports in the Blackpug registration system. What does this mean for your Unit?**



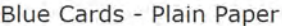
- Your camp will not accept a physical blue card - all blue cards will be processed through your Unit's online registration
- Your Unit WILL NOT need to fill out blue cards prior to or after arriving to camp
- Your Unit WILL NOT need to turn in a physical blue card at camp
- Your Unit WILL NOT receive blue cards at the end of the week
- Your Unit WILL be able to print blue cards off of their registration up to 7 years after the event

For more details on this process, please refer to the "printing blue cards" section below.

## PRINTING BLUE CARDS

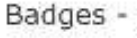
Blue cards will be available for your Unit to print immediately upon your return home. Blue cards print on a full 8.5" x 11" piece of paper. It is recommended that your unit prints its blue cards on blue card stock.

**To print blue cards for your unit, follow the steps below:**

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page:  
Camp Rotary - <https://scoutingevent.com/272-CampRotarySBSA2024>  
Cole Canoe Base - <https://scoutingevent.com/272-CCBSBSA2024>  
D-A Scout Ranch - <https://scoutingevent.com/272-DBARASBSASC2024>  
Gerber Scout Reservation - <https://scoutingevent.com/272-GSRBSA2024>
2. Log in to your event using your email address and reservation number
3. Click on  at the top of your registration page
4. For merit badge completion data, click 
5. To print blue cards, click 

**Your camp will NOT print blue cards for your unit!**

## PARTIALS AT CAMP

For Scouts that receive a "partial" in a merit badge class, a blue card will not be printed. Scouts that receive a partial should follow the steps listed under "Printing Blue Cards" and then select  to print off a partial completion report, which will include:

- Date of requirement completion
- List of requirements yet to be completed
- Merit Badge revision date

This slip can then be used at another camp or with another merit badge counselor to complete the badge.

Scouts can continue working from the same merit badge revision date that they started and have until their 18th birthday to complete a merit badge.


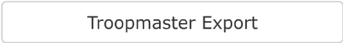
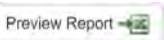
**Scouts or units should NOT contact Summer Camp Counselors or staff after summer camp concludes. Merit Badge partials should be completed with a unit merit badge counselor, or at a MCC Merit Badge event. Check [michiganscouting.org/events](https://michiganscouting.org/events) for upcoming programs. Questions related to merit badge records should be directed to the Camp Director.**




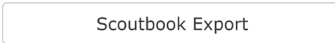

# SCOUTBOOK AND TROOPMASTER EXPORTS

The Blackpug registration system is set up to easily export and upload your Unit's summer camp advancement records into Scoutbook and Troopmaster. Please refer to the appropriate section below to assist you in the export process.

## SCOUTBOOK EXPORT

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page – refer to page 45 for the correct registration link
2. Log into your event using your email address and reservation number
3. Click on  at the top of your registration page
4. Scroll to the bottom of the page and click on 
  - a. Follow the instructions listed under the "Scoutbook Export" button to ensure proper download
  - b. Follow the instructions at [this link](#) to import into the Scoutbook system
5. Click on  to download onto your computer

## TROOPMASTER EXPORT

1. Go to the registration website for your selected camp and click "lookup registration" at the top of the page – refer to page 45 for the correct registration link
2. Log into your event using your email address and reservation number
3. Click on  at the top of your registration page
4. Scroll to the bottom of the page and click on 
5. Click on  to download onto your computer





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