



Blue Ridge Scout Reservation

Reservation Guide // Administration Section



Welcome to Summer Camp 2020!

Thank you for taking the opportunity to read over this Leader's Guide. The Administration Section contains most of the details regarding camp. The Point of Contact (POC) and Unit Leadership should carefully read this section to ensure the unit is prepared for the summer camp experience. After reading the Administration Guide, leaders should also pay close attention to Camp/Program specific guides. This is where all the detailed information regarding those Camps and Programs can be found. We realize that your Unit will likely participate in multiple programs, so please make sure the Leader in charge of each of those programs gets the program specific information.

If you look through this guide and find that there is information missing, please share that with our Registrar. We are always looking for suggestions to improve for next year.

The Blue Ridge Mountains Council appreciates your continued support of the Scouting program and sincerely hopes that this year's summer camp will be one of your greatest scouting experiences.

Fee Schedule and Refund Policy

Hold a Spot for Summer Camp

\$250 site deposit due at application. The deposit is fully refundable until December 31st. It is not refundable if your troop cancels after this date. Otherwise, this fee is applied to the balance of fees in June. To serve you better and create a positive experience, this year we are offering an incentive for early payment. You will be able to register for merit badges early if you have paid in full by March 15th, 2020.

Fully Paid By	Dates Attending Camp	Merit Badge Registration Opens
March 15, 2020	Any Week	April 4 th , 2020
April 15, 2020	Any Week	April 25 th , 2020
On or after April 16, 2020	Any week	May 1, 2020 Once payment is received and processed

Refund Policy

In cases of death of an immediate family member, sickness and injury, or military transfer we will refund all but 25% of fees paid, whichever is less, when verified by a physician, military commander, or such official. The Reservation strives to provide the very best program. We sign contracts with staff and vendors in February, and cancellations after April 1st undermine our ability to provide this quality program. Reasons such as vacation schedule, summer school, and last-minute changes of mind are not acceptable reasons for refunds. All refund decisions are decided upon and remitted from the Council Service Center. Circumstances outside those defined in the Blue Ridge Mountains Council refund policy will be reviewed on a case-by-case basis by the BRMC Camping Committee and be granted at their discretion. The Blue Ridge Mountains Council reserves the right to cancel any program listed due to insufficient or other extenuating circumstances. Alternate programs or refunds will be offered.



All camps and programs offered at the Blue Ridge Scout Reservation have been nationally accredited through the Boy Scouts of America's National Camp Accreditation Program.

Registered Scouts

All programs on the Blue Ridge Scout Reservation are national accredited by the Boy Scouts of America. Its staff and participants, including Scouts and adult leaders, must be currently registered members of the Boy Scouts. Additionally, due to liability considerations and the lack of appropriate facilities, the Reservation must enforce the policy that only registered Scouts attend related functions at camp. Children and/or siblings of those registered for a specific program, including Cub Scouts, are not to attend unless the program has been specifically designed with adequate facilities to handle them.

Timetable for Summer Camp

Immediate Action Required

- Obtain camp leadership—two deep leadership is essential. All adults must be registered BSA adults. New River Adventure, Mountain Man, Canoe the New, Claytor Lake, SCUBA, Wake Boarding and NYLT are provisional which means your Scouts may participate with limited or no adult leadership.
- Meet with the unit committee to discuss summer camp plans.
- Develop a camp attendance and budget plan to assist Scouts with summer camp fees
- Begin promotion with second year Webelos dens to ensure transition
- Share camp promotional materials with youth and adults
- Elect/appoint a Summer Camp Coordinator to be the point of contact (POC) to the Camp Registrar. Only the POC should contact the Camp Registrar.
- Read the Leaders' Guide for each camp program you are attending.

February

- Leaders, troop committee, and patrol leaders council, review this guide.
- Units should begin projects to help Scouts with camp fees.
- If any Scouts are not signed up for camp, determine why and encourage their attendance
- Schedule OA elections with your local chapter.

March

- Pay your unit's balance in full by March 15th to receive early merit badge registration.
- Hold a parent's night program.
- Begin securing transportation to camp
- Recruit extra leaders for camp.
- Review troop finance needs.
- Issue each Scout a personal equipment list (found in the program sections) and appropriate medical form.

April

- Pay your unit's balance in full by April 16th to receive Early Bird Fees.
- Register your Scouts for merit badge classes once paid in full. Reference the table on the previous page for exact dates.
- Submit Canoe the New and Mountain Man shirt order forms, as well as New River Adventure Optional Day Selection Forms and High Knoll Trek Selection forms by April 16th.
- Have patrol leader's council begin planning for camp.
- Troop Committee checks with all parents of Scouts not signed up, including Webelos dens.

May

- Distribute a parent's letter which includes directions to camp, mailing address and emergency telephone numbers, invitation to the Friday Night Campfire, reminder of dates, arrangements, equipment needs, and departure times, and information on menu and special needs.
- Secure a copy of the current Troop Accident and Sickness Insurance from your home Council Service Center. An example is at the end of this document. (Does not apply to BRMC units).

Two Weeks Prior to Camp

- Secure location of parents and emergency numbers while Scouts are in camp.
- Check on final transportation arrangements. Please arrive at camp and complete check-in as a group.
- Collect all required forms for camp (refer to check list in this document).
- Submit Special Needs Request Form and Special diet form if you have not already done so.

Day of Departure

- Make sure everyone has his or her gear, medical forms, medications, and supplemental food (if needed).
- Please separate the medical forms by program to expedite check-in (ex: Base Camp Ottari & High Knoll).
- If anyone is sick or exhibiting flu-like symptoms (nausea, vomiting, diarrhea or fever) do not bring that individual to camp. Everyone will be screened before entering the property and knowingly bringing sick individuals could exclude your entire group.

Camp Check-in

- Please read the program specific leader's guides for each camp to make sure your Scouts are pre-paid.
- As a reminder, all participants who wish to participate in aquatic activities must take the BSA Swimmer's Test at camp under our lifeguard supervision. This test must be administered by our lifeguards in our lakes.

Transportation

Intercamp Transportation

Our staff will provide transportation for Scouts traveling between camps during Sunday check in. If you are able to provide transportation between camps, you may do so after you check-in and complete your swim check. The first shuttle from Powhatan leaves at 2:00 p.m., from Claytor at 2:30 p.m. and from Ottari at 3:00 p.m. Please arrive early enough to complete medical and swim checks before the shuttle departs.

Early Arrival

Units traveling long distances sometimes need to arrive on Saturday night. You must fill out the Early Arrival Form and submit it to the Camp Registrar by April 16th. If we know that you are coming, we will have a staff member meet with your group and show you to your campsite for the evening. Showers are available for your use. However, all program areas, including the Dining Hall and Health Lodge are closed. If your group brings food and plans to cook, you must bring bear-proof storage containers. Camp officially opens for check-in on Sunday at 1:00 p.m. Towns with grocery stores, restaurants, and movie theaters are within a 30-45 minute drive of the camps. The Campmaster will have maps to these locations.

Late Arrival

Units arriving late must notify the Camp Registrar in advance. You must fill out the Late Arrival Form and submit it to the Camp Registrar by April 16th. Please realize that your youth will miss program time. Your unit may have to wait upon arrival for staff to become available. Late units will not be accommodated to the detriment of the camp program.

Chartered Busses

Chartered buses are too large for our camp roads and bridges. Those arriving on chartered buses to either Powhatan or Ottari must contact the camp 2 weeks before arrival and inform them of the estimated time of arrival and number of participants on the bus, as well as submitting it to the Council Service Center by April 16th. Camp management can then arrange for proper transportation to the camp from its entrance. Arrangements will be made during the week for the unit's departure. Troops traveling to Powhatan with High Knoll crews should plan to drop the High Knoll participants at Ottari first.

End of Week Transportation

Friday Night: Units are responsible for transporting and housing any participants that are moved between programs on Friday night. There is no Friday night shuttle and extra housing cannot be guaranteed.

Saturday Morning: Shuttles will run Saturday morning to shuttle Scouts between camps. Scouts will leave their program site at predetermined times early Saturday mornings and meet up with their unit by 9 am. Arrangements can be made for earlier departure times with the camp director.

Blue Ridge Scout Reservation

Early/Late Arrival and Chartered Bus Form

Unit Number: _____ Unit Type: _____ Council: _____

Type of Transport (check all that apply): Van _____ Chartered Bus _____
Truck _____ Other: _____

Address: _____ ETA: _____

City: _____ State: _____ ZIP: _____ Arrival Date: _____

Contact Name: _____ Phone Number: _____

We will arrive at (check one): Number of Youth: _____
Camp Ottari _____ Camp Powhatan _____ Claytor Lake _____

Date of Chartered Bus Departure (if applicable): _____

Return by April 16th, 2020 to: Camp Registrar
Blue Ridge Mountains Council, BSA
2131 Valley View Blvd., NW
Roanoke, VA 24012

Or via email
Shirley.neiderhiser@
scouting.org

Special Needs Request Form

The Blue Ridge Mountains Council will do everything in its power to accommodate participants with special needs. Special dietary needs must be shared with camp leadership prior to arriving at camp. We will do our best to accommodate food allergies but cannot be held accountable for the management of these allergies. Severe allergies that require special food items must be provided for your child on the day of arrival at camp. For instance, true celiac cannot be provided by the food service department due to the severity and complexity of this diet. Parents should feel free to contact us at camp to review the menu and options for dealing with the allergy. We are able to store food for you in our refrigerator or dry storage area. Please complete this form and submit it by April 16th, 2020. Thank you for your assistance.

Unit Number: _____ Unit Type: _____ Council: _____

Week Attending: _____ Program: _____

Please list any special dietary concerns such as vegetarian, allergies, etc. Please be specific and offer alternatives if possible. Participants with complex allergies should contact the camp the week prior to arrival.

Does anyone in your unit have a physical handicap that limits mobility? Does anyone in your unit have special equipment needs? If electricity is needed, complete this form and bring a 100' outdoor extension cord.

Please list any other special needs below:

Role of the Adult Leader

All Leaders should expect to assist our staff in providing a safe, fun experience for the Scouts. Leaders are:

- Responsible for maintaining unit safety and discipline at all times. This includes safe travel to and from camp.
- Responsible for coordinating all unit and individual activities to ensure maximum benefit to participants.
- To be aware of each youth's personal goals and objectives in order to promote Scouting's advancement program. For the Boy Scout Merit Badge program, please refer to the Merit Badge Schedule and Prerequisites List in your programs' Leaders' Guides.
- To participate in camp activities on a daily basis. This should include program area visits, punctual attendance at roundtables and designated meetings, and collection of progress reports on each youth's activities.
- To be prepared to help others, specifically other camping units and staff personnel as needed. Assistance should be given in a spirit of mutual cooperation and support but not at the expense of one's own unit.
- To monitor and evaluate unit and individual progress in camp and to provide counseling, guidance, and encouragement.
- To review the daily schedule of unit activities with fellow leaders before departure for camp. This process should include review by experienced leaders who may not be participating in the current trip but have been to the Blue Ridge Scout Reservation before. There are many experienced Scouters (like your Unit Commissioner) in your district willing to assist you.
- To be sure that each adult leader and the Senior Patrol Leader complete and turn in camp evaluations. These forms are the primary means of evaluating the program and staff at each camp and they are used each week by the camp and program directors to determine if there is a problem that should be addressed immediately. In addition, they are studied in great detail by members of the Camping Committee of the Blue Ridge Mountains Council to recommend improvements for the next year.
- Harassment and bullying will NOT be tolerated by the BRMC. If this behavior exists, local law authority will be advised, and offenders will be requested to leave the premises.
- When differences of policy, guidelines and/or opinion exist between leaders of staff that these differences need to be handled in a professional manner. Misconduct will not be tolerated, and offenders may be requested to leave the premises.
- Expected to serve as a positive role model for youth. This includes language, attitude, and behavior.
- Be an active participant in all camp-wide events including Emergency Drills and Campfires.
- Knowledgeable of all Reservation rules and policies.

General Discipline

Discipline and conduct of all youth and leaders are the responsibility of the unit leaders in camp. The Camp Leadership Team is ready and willing to assist at any time with problems that might arise. Camp Chaplains are available upon request for counseling. Unit committees should be sure that the camp leaders are trained, and they understand their responsibilities while in summer camp.

Standards of Conduct for Adult Leaders

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

Guidelines for Adult Leaders and Parents

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

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

Reporting Child Abuse

Our camp staff has received training to deal with potential victims of any kind of child abuse. If you suspect that a Scout in camp is a victim, report this to the Camp Director immediately. Virginia law requires that all childcare providers, including Scout leaders, must report any incidence of child abuse to child protection authorities. The Virginia State Child Abuse and Neglect hotline is 1-800-552-7096. All discussion, both at camp and over the hotline will be kept confidential.

Camp Security

Our camps are extremely concerned about the welfare and safety of your son or daughter. As such, early release requests, for any reason, will only be allowed if the following steps are completed. This information is taken from the National Council's Health and Safety Guide, Security Section, copyright 1983.

1. Verification must be made to assure that the person requesting release is acting as the legal parent or guardian or under the direction of the legal parent or guardian. Verification may be done by the following:
 - a. Approval of the Scoutmaster.
 - b. Presentation of proper identification matched with the name listed as the legal parent or guardian on the Scout's medical form.
 - c. Contact via telephone with the legal parent or guardian. The telephone number used must be supplied by the Scoutmaster or obtained from the medical form.
 - d. Previous arrangements made with the Scoutmaster and Camp Director by the legal parent/guardian.
2. It is understood that any person who requests the early release of a Scout will abide by the policy set forth above and completes the early release form prior to the release of the Scout.
3. It is understood that a Scout will never be released to another youth under 18 years of age without verified permission from the legal parent or guardian.

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Early Participant Release Form

Scout Name: _____

Unit Number: _____ Unit Type: _____ Council: _____

Reason for release: _____

Who to release to: _____

Prior approval of legal guardian: _____ Date: _____

Signature of Camp Representative: _____ Date: _____

Legal guardian representative at release: _____ Date: _____

Please print and bring this form to camp with you.

Camp attending:
Camp Ottari
Camp Powhatan
Claytor Lake
Date to release:

Contact and Mailing

Camp Mailing Address:



(Scout Name, Unit Number)

Camp Powhatan (or Fish Camp, New River Adventure, or Canoe the New)

2600 Max Creek Road, Hiwassee, Virginia, 24347

Emergency Numbers:

(540) 980-3787



(Scout Name, Unit Number)

Claytor Lake Aquatics Base

4100 Adventure Base Road, Radford, Virginia, 24141

(540) 633-1238



(Scout Name, Unit Number)

Camp Ottari (or High Knoll, Mountain Man, or NYLT)

2881 Simpkinstown Road, Hiwassee, Virginia, 24347

(540) 980-4762

Always place a return address on your package. For express mail, please do not check the box for signature, this will delay delivery by at least one day. In order to save postage and ensure that your scout receives their letter or package, we recommend sending the week's mail with unit leadership and having them distribute at the appropriate time. Just label Day 1, Day 2, etc.

Cell Phones and Internet

Limited cell service is available at Camp Powhatan and Camp Ottari. The cell service at Claytor Lake is much more dependable. Internet is available for adult leaders at all camps, but internet can be slow and even absent depending on weather or other technical issues.

Medical Information

Medical Services

Your camp's Health Lodge is staffed 24 hours a day by qualified medical personnel. For insurance purposes and for the health and safety of all participants, all accidents and illnesses, no matter how minor, must be reported to the Health Lodge and recorded. Arrangements have been made with the local rescue squads and hospitals to handle any medical emergencies. National standards require that any person staying overnight must have a valid medical form. Late arrivals should report to the office and then to the Health Lodge.

Annual Health and Medical Record

Every participant must submit an Annual Health and Medical Record upon arrival at camp. Leaders should provide a copy of the newest version of the medical form (available online at <http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx>) to each youth and adult planning to come to camp as soon as possible so that they can get their physicals completed and forms filled out properly. This record is provided as a fillable PDF, and members are encouraged to fill it out on their computer, then print the record (rather than printing the record and filling it out by hand). Doing this will improve the readability and accuracy of each member's medical information. Though this document can be saved and emailed, please be cognizant of the private information saved within the record. Please understand that the BSA Annual Health and Medical Record is the only medical form recognized by Scouting — sport, military, or other medical records may not be substituted. Tips for completing this record are also located on the above website.

Medical Alerts

Scouting activities can be physically and mentally demanding. Listed below are some of the risk factors that have been known to become issues during outdoor adventures.

- Excessive body weight (obesity)
- Cardiac or cardiovascular disease
- Hypertension (high blood pressure)
- Diabetes mellitus
- Seizures
- Asthma
- Sleep apnea
- Allergies or anaphylaxis
- Musculoskeletal injuries
- Psychological and emotional difficulties

Prescription Medications

The Blue Ridge Mountains Council requires that all prescription and over the counter (OTC) medications be stored under lock, except when in the controlled presence of health care staff or other adult leader responsible for the administration and/or dispensing of medications. Please ask your Scouts not to bring over-the-counter medications such as Tylenol or cough syrup—the Health Lodge stocks these medications and will dispense based on the patient's signs and symptoms. Emergency medications such as inhalers, epi pens, and nitro should be maintained on the patient's person. Refrigerated medications may be stored at the health lodge or in the campsite if secured under lock and key. All medication should be in a container issued by a pharmacist with the medication name and strength, the dose and dose frequency clearly marked on the container.

Each unit must make a decision to either maintain control of its medications or turn them over to our Health Officers for administration. If your unit chooses to maintain control of its medications, one adult leader must be designated as the unit health officer and sign the waiver on the next page.

All participants taking medications must fill out the Prescription Medication Dosing Form prior to arrival at camp (we recommend that the unit health officer perform this task so that he or she is familiar with the medications). Please use one form for each participant and list the medication, dosage, and dosage schedule shown on the prescription.

Each unit should be prepared to show these completed forms at check-in to the camp Health Officer, and then keep them updated throughout your unit's week at camp as medications are used. We will ask that you leave a copy of these completed forms at camp when you depart. We will maintain them in the permanent camp medical files.

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Unit Health Officer Waiver Form

By signing below I acknowledge that I am responsible for keeping my unit's medications under safekeeping, as well as distributing said medications as noted by given instructions on the Prescription Medication Dosing Form. The Blue Ridge Scout Reservation is not liable for the administration of medications not in our possession.

I also agree to document all given doses of medicine on the attached form. I agree to keep this form in an easily accessible location. I understand that this form must be turned into the Blue Ridge Scout Reservation Health Officers on Friday night before leaving the BRSR. Additionally, I acknowledge that I attended a medication consultation with the Health Officers on staff.

I understand that the Blue Ridge Scout Reservation is not liable for any damages that arise from failing to comply with these instructions.

Print Name: _____ Unit Number: _____ Unit Type: _____

Sign Name: _____ Date: _____

Camp attending:

Camp Ottari

Camp Powhatan

Claytor Lake

Prescription Medication Dosing Form

Blue Ridge Mountains Council – Boy Scouts of America

Name of Participant: _____ Age: _____ Unit Number: _____

Summer Camp Session/Date: _____ Campsite: _____

Instructions:

- Each participant taking medications should have a separate form
- Ideally, the form should be completed by the adult planning to administer the medication.
- List each prescription medication the scout is receiving separately.
- The unit health officer giving the medication should put their name or initials by the time at which the medication was given. If no medication is given, leave the space blank.

Medication Name and frequency of administration listed on the bottle		Medication given around Breakfast (7-8 AM)	Medication given around Lunch (12-1 PM)	Medication given around Supper (6 PM)	Medications given at bedtime
	Sunday				
	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Saturday				
	Sunday				
	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Saturday				
	Sunday				
	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Saturday				

NOTE: If a scout is receiving more than three medications, use an additional form

Personal Education and Responsibility

Conduct

Nations, states, communities, and even families have laws. These are simple rules by which people must live in order to have harmony. If we didn't have rules or laws to govern ourselves, society would be impossible. At Scout Camp, we have just one law—the Scout Law!

Why mention that in this guidebook? Because it gets right into that philosophy of personal conduct that we expect at camp. You should be aware that at camp each Scout must meet a stringent criterion in order to become a member of our camp staff. Besides the interview and screening process, all of our staff agrees to live by the 12 points of the Scout Law. Many of our staff are Eagle Scouts and most are members of the Order of the Arrow.

The 12 points of the Scout Law guide our camps. All camper and staff conduct is judged by how it measures up against these guidelines. At camp we cannot tolerate and will not permit activities that do not meet the criteria of the standards set forth in the Scout Law. We ask for your cooperation and understanding as adults in helping us maintain a high standard of moral and personal behavior. We can do no less.

We purchase high quality program equipment for all of our programs. Our guests appreciate the pride and care we take in maintaining these high standards. Please take care of camp gear. The Scouts following you have a right to expect the same quality.

Uniforming

Why do Boy Scouts have a uniform? A uniform gives a sense of group identity, team spirit, and purpose. It also helps to designate equality from the start among members within a group. At camp, the official Scout uniform is appropriate dress at any time during the week. We ask units to wear a full Class "A" uniform to all retreat ceremonies, chapel services and Sunday and Friday night campfires. High Knoll, Mountain Man and Voyageur do not wear their uniforms during the week.

Costs for Damage

Normal usage and wear will result in some breakage of equipment; however, the cost of malicious damage or breakage due to horseplay will be charged to the unit. These fees must be paid before leaving.

Cots	
Mattress replacement (rips, cuts, writing, etc.)	\$45.00
Cot replacement	\$90.00

Tents and Flys	
Rips and tears (per inch)	\$25.00
Cot replacement	\$90.00
Writing on canvas/destroying waterproofing (per panel)	\$10.00
Tent replacement	\$700.00
Tarp replacement	\$110.00
Ridge poles	\$15.00
Uprights	\$12.00
Fire extinguisher refill	\$30.00

The Following Are Not Allowed

- Fireworks.
- Alcoholic beverages or illegal drugs.
- Flames in tents.
- Pocket knives over four inches long or sheath knives.
- Personal firearms except for those brought for rifle shooting, shotgun shooting, and archery merit badges. The arms must be locked in the range house throughout the week. Do NOT Bring Ammunition; .22 rifles must be bolt action. They may not have a tubular magazine.
- Bicycles.
- Pets.
- Smoking is, at best, a poor example for Scouts. Use or possession of tobacco products by anyone under the age of 21 is illegal in Virginia. All camp buildings are smoke-free environments. Leaders, we ask that you do not smoke on the trail due to the potential fire hazard.
- Possession or use of a vaporizer by youth. Adults, please treat this like you would any tobacco product.
- Due to our Gypsy Moth protocols, firewood may not be brought onto the property.

Vehicles, Trailers, and Parking

- No riding outside of a vehicle's enclosed passenger compartments. This means no rides on hoods, trunks, fenders, tailgate, or in the bed of trucks.
- Seat belts must be worn at all times.
- The speed limit in camp is 5 mph around Scouts and 15 on camp road.
- Units may take one vehicle at a time to their campsite to unload gear; at all other times vehicles must be in their designated parking lot. Handicapped exceptions are allowed with a permit from the camp office.
- Trailer parking at campsites is allowed, but not guaranteed. Plan accordingly when packing up your gear.

Initiations

Older Scouts sometimes feel that new Scouts should be "initiated into the troop with a physical activity or other embarrassing stunt." Leaders should be alert to this possibility and direct the Scouts' efforts into meaningful programs. Behavior such as snipe hunts, running the gauntlet, belt line, or similar punishment has no place in Scouting and is not permitted.

Liquid Fuels

The use of liquid fuel stoves and lanterns in a campsite is permitted under the supervision of an adult leader. Under no circumstances are liquid fuels or lanterns allowed in tents. Bulk containers of fuel and unattached propane tanks must be stored in the fuel bin near the quartermaster. An approved spun aluminum fuel bottle is not considered to be a bulk container.

Infectious Disease

Camp is a tight community where pathogens can spread rapidly. It is extremely important that units immediately report all illness to our Health Officers. If a participant is sick with nausea, vomiting, diarrhea, or fever prior to camp, please leave that person at home to recuperate.

Emergency Procedures

On your first day in camp, emergency procedures will be explained to troop leaders and Scouts. In the event of an emergency, please notify a member of the camp staff immediately. Please do not attempt to deal with the emergency yourself, regardless of the situation. If the situation seems at all dangerous, the priority is to evacuate all Scouts and leaders from the area.

Recipe for a Safe, Enjoyable Week at Camp

- Drink lots of water.
- Get plenty of sleep.
- Wash your hands.
- Take a shower every day.
- Wear sunscreen.
- Be careful.

Wildlife Safety

With over 16,000 acres of wilderness, Scouts have an opportunity to observe many types of wildlife in their natural habitats. Our Reservation is blessed with a wide range of biodiversity that includes deer, bats, raccoons, birds, skunks, turkey, snakes, coyotes, amphibians, and bear. It is wise to remember that these animals are the permanent residents of the backcountry while we are the visitors. Therefore, treat all animals with respect and observe from a distance. Do not follow, feed, tease, or handle wildlife. If you discover a snake or an animal that is behaving strangely, please notify the camp staff immediately.

Best Practices

The intentional and unintentional feeding of all non-captive wildlife on Reservation property is prohibited. Reservation staff, participants, and visitors are responsible for the safe storage of all food and trash at all times.

- Please ask your scouts to leave food and sodas at home!
- Keep your campsite clean! All trash should be removed from your campsite or secured each time leadership plans to leave the site unattended.
- Do not eat food and drinks in tents.
- All food and drinks must be stored a secure location such as:
 - » Trailer
 - » Bear Proof Storage Container
 - » 5-gallon buckets with screw on lids
 - » Note, we do not recommend the use of bear bags in base camp
- Check with camp staff to determine if bears have been entering camp areas recently; if visits have occurred, then all smellables (e.g., bathroom kits) also must be stored in bear-proof containers.
- If you cook in your campsite, clean up immediately after the meal and pour your grey water (strained to remove food particles) into a nearby sink and rinse the sink with clean water. Please do not scatter your grey water near camp or dump it in a latrine.
- Do not burn your trash—food odors always are left behind.
- Before leaving camp for the day:
 - » Have your Scouts police the site to pick up trash or dropped food (micro-garbage).
 - » Make sure all food and smellables are secured (see note 4).
 - » Leave tent flaps open if the weather permits.
- Before going to bed at night:
 - » Make sure all food, trash, and any smellables are stored in a secure location, generally more than 100 feet from tenting areas.
 - » If dirty, wipe down your picnic tables to reduce food smells.
 - » Make sure your scouts keep their sleeping bags free of food smells by changing their clothes before going to bed and washing hands and faces.
 - » Please place all trash by your campsite sign for evening trash pickup. If you troop generates trash after this point, you are responsible to taking it to the secure dumpsters.

Blue Ridge Scout Reservation

Summer Camp Equipment Checklist

Required Documents

- (1) Medical form
- (1) Copy of family insurance card
- (1) Medications - please follow procedure in this guide
- (-) Please label everything with Scout's name and unit number

Personal Items

- (1) Sleeping bag with liner or sheet inside
- (1) Full Class A uniform
- (1) Class B uniform
- (1) Rain jacket or poncho
- (1) Warm jacket
- (2) Hats (ball cap and stocking cap)
- (7) Underwear
- (6) Complete sets of clothing
- (1) Swimmingsuit*
- (2) Long pants (jeans or Class B)
- (1) Long sleeve shirt
- (1) Pair tennis shoes
- (1) Pair boots
- (1) Pair sandals (for showering)
- (3) Old towels
- (-) Toiletries (soap, toothbrush, shampoo, etc.)
- (1) Sunscreen
- (1) Bug spray
- (2) Water bottles
- (-) Spending money
- (1) Flashlight with extra batteries
- (1) Plastic coathanger
- (1) Handkerchief
- (1) Scout Handbook
- (1) Paper and writing items

Troop Equipment

- (1) Bear-proof storage for food and smellables
- (1) Troop flag
- (1) American flag
- (2) Clothing marker pens
- (1) Stapler and thumbtacks
- (2) Magic markers
- (-) Extra tarps
- (-) Props for favorite stunts and skits
- (-) Hand tools for projects
- (-) Matches
- (-) Knot ropes
- (-) Water coolers
- (-) Lantern
- (-) Sewing kit
- (-) Duct tape (not for use on tents)

Suggested Items for Units

- (1) Program Leaders' Guides
- (1) Emergency numbers for all parents/guardians
- (1) Cash box
- (1) The Scoutmaster Handbook
- (1) Alarm clock
- (1) Method to secure food away from animals

Optional Equipment

- (1) Small Bible
- (1) Troop flag
- (1) American flag
- (2) Clothing marker pens
- (1) Stapler and thumbtacks
- (2) Magic markers
- (-) Extra tarps
- (-) Props for favorite stunts and skits
- (-) Hand tools for projects

*For all participants: Swimsuits should be comfortable, functional, and modest. For males, swim trunks or board shorts are appropriate. Tight fitting swim briefs or swim bottoms short enough to allow exposure are not allowed. For females, bikinis are not allowed. Modest tankinis or one piece swimsuits are appropriate.

Visitors, Motels, and Religious Services

Religious Services

LDS services are offered from 10:00 a.m.–1:00 p.m., Sunday at the Chapel at 900 Pendleton Street in Radford. Mass is 5:15 p.m. on Saturday and 10:00 a.m. on Sunday at St. Jude's Catholic Church on 1740 Tyler Road in Radford. All other faiths may contact the Council Service Center for a listing.

Local Motel Listings

If families are visiting the area and wish to stay in a local motel, these facilities are available and within a reasonable drive of either camp:

Closer to Camp Powhatan:

Comfort Inn	Exit 98 in Dublin	(540) 674-1100
Hampton Inn	Dublin	(540) 674-5700
Allisonia Trading Post	Allisonia	(540) 980-2051
Claytor Lake Homestead B&B	Near Draper	(540) 980-6777
Holiday Inn Express	Dublin	(540) 674-1600
Super 8	Exit 98 in Dublin	(540) 674-1951

Closer to Camp Ottari:

Best Western	Exit 109 in Radford	(540) 639-3000
Super 8	Exit 109 in Radford	(540) 731-9355
Comfort Inn (all non-smoking)	Exit 109 in Radford	(540) 639-4800

Trading Post

The Trading Post will be open at convenient hours from Sunday afternoon through Saturday morning. The Trading Post will carry camp t-shirts, patches, souvenirs, merit badge pamphlets, craft supply materials, soft drinks, candy, and a wide selection of Scouting outdoor supplies. A camp patch will be given to each Scout and adult leader registered in camp. Additional camp patches will be on sale in the Trading Post.

Lost Property

Prior to coming to camp, Scouts should be encouraged to clearly mark all personal items with their name and troop number. A lost and found box is located in the trading post at Powhatan and Claytor Lake and in the Welcome Center at Camp Ottari. Unclaimed items will be sent to the Council Service Center each week.

We recommend that one adult leader in each troop serve as a banker for the Scouts. This prevents the loss of large amounts of money and allows leaders to help the Scouts pace their spending for the week.

Visitor Meals

Visitors are welcome to eat camp meals and can purchase meal wristbands at the Welcome Center. Large groups of 8 or more must call in a reservation to the camp office at least 2 days in advance. Breakfast is \$5, lunch is \$6, and dinner is \$8. Picnic areas are available, and their use is encouraged.

Visiting Camp

Parents often remark at how much their child has grown during their week away from home. Camp provides an excellent opportunity for Scouts to mature in a safe environment. For these reasons, we ask that you only visit during the following hours:

- Friday 5:30 p.m. (for the dinner and campfire)
- Saturday 9:00-11:00 a.m.
- Sunday 1:30-5:00 p.m.
- Please do not bring family pets.

Blue Ridge Scout Reservation

Unit Accident and Sickness Insurance (Sample)



ACE USA
ACE American Insurance Company
1601 Chestnut Street
Philadelphia, PA 19103

EXAMPLE

Policy Number PTP

Description of Coverage

Boy Scouts of America Council Accident & Sickness Insurance Plan

Eligibility: All persons officially registered with the Boy Scouts of America (BSA), according to the following classifications:

- Class I - All Youth; Learning for Life Explorer; Venturing Crew, Seasonal Volunteer Non-Paid Staff; and Non-Scouts, Non-Scouters and Guests, but only while attending scheduled activities for the purpose of becoming registered Leaders and Scouts.
- Class II - All Adult Volunteer Leaders, including Den Aides and Chiefs who are 21 years of age or older (18 years of age or older if an Assistant Scoutmaster, Assistant Den Leader, Assistant Cub Master, or Assistant Webelos Den Leader).
- Class III - All Learning for Life Curriculum-based Participants.

A person may be insured only under one Class of Eligible Persons even though he or she may be eligible under more than one class.

Period of Coverage: You will be insured on the Effective Date shown above, provided the premium payment is received by the administrator, Health Special Risk, Inc. Your coverage will end on the earlier of: 1) the Termination Date shown above; or 2) the period ends for which premium is paid.

Definitions: **Accident:** means a sudden, unexpected and unintended event. **Covered Expenses:** means expenses actually incurred by or on behalf of an Insured for treatment, services and supplies covered by the Policy. Coverage must remain continuously in force from the date of the Accident until the date of treatment, services or supplies are received for them to be a Covered Expense. A Covered Expense is deemed to be incurred on the date such treatment, service or supply, that gave rise to the expense or the charge, was rendered or obtained. **Injury:** or injuries, for which benefits are provided, means accidental bodily injuries sustained by the Insured which are the direct cause, independent of disease, bodily infirmity or any other cause, of the loss from a covered Accident and occur while the insurance is in force for the Insured. **Medically Necessary:** means a treatment, service or supply that is: 1) required to treat an Injury or Sickness; 2) prescribed or ordered by a Doctor or furnished by a Hospital; 3) performed in the least costly setting required by the Insured's condition; and 4) consistent at the medical and surgical practices prevailing in the area for treatment of the condition at the time rendered. Purchasing or renting: 1) air conditioners; 2) air purifiers; 3) motorized transportation equipment; 4) escalators or elevators in private homes; 5) eye glass frames or lenses; 6) hearing aids; 7) swimming pools or supplies for them; and 8) general exercise equipment are not Medically Necessary. A service or supply may not be Medically Necessary if a less intensive or more appropriate diagnostic or treatment alternative could have been used. We may, at our discretion, consider the cost of the alternative to be the Covered Expense. **Sickness:** means an illness, disease or condition of the Insured that causes a loss for which an Insured incurs medical expenses while coverage is in effect. All related conditions and recurrent symptoms of the same or similar condition will be considered one Sickness. **Usual and Customary Charges:** means the average amount charged by most providers for treatment, service or supplies in the geographic area where the treatment, service or supply is provided. **You or Your:** means the sponsoring BSA Council insured under the Policy.

Covered Activities: The Insured will be covered while: 1) participating in an official Scouting or Learning for Life activity. Seasonal camp staff persons are also covered during their off-duty hours; and 2) traveling to and from an official Scouting or Learning for Life activity. The covered Accident or Sickness must take place: 1) on the premises of the Policyholder during normal hours of operation; or 2) on the premises of the Policyholder during other periods if attending or participating in a Covered Activity; or 3) away from the premises of the Policyholder while attending or participating in a Covered Activity at its scheduled site. The Covered Activity includes travel without deviation or interruption between home and the site of the Covered Activity. Travel time includes the time: 1) to or from home and the premises of the Covered Activity; 2) before the appointed time; and 3) after the Covered Activity is completed.

Accidental Death and Dismemberment Benefit: If an Insured's Injury results in any of the following losses within 365 days after the date of accident, we will pay the sum shown opposite the loss. We will not pay more than the Principal Sum for all losses due to the same accident.

Principal Sum: \$10,000

Time Period for Accident for:

Heart Failure	90 Days
Quadriplegia, Paraplegia, Hemiplegia	60 Days and continuing for one year
All Other Covered Losses	365 Days

Benefit Amounts:

Covered Loss	Benefit Amount
Life, Heart Failure, Hemiplegia, or Paraplegia	100% of the Principal Sum
Quadriplegia, or Two or More Members	200% of the Principal Sum
One Member	50% of the Principal Sum
Thumb and Index Finger of the Same Hand	25% of the Principal Sum
Speech and Hearing in Both Ears	100% of the Principal Sum
Speech or Hearing in Both Ears	50% of the Principal Sum
Hearing in One Ear	25% of the Principal Sum

"Heart Failure" means death because the heart ceases to beat due to failure of the heart to maintain adequate circulation of blood provoked by participation in a Covered Activity. "Quadriplegia" means total Paralysis of both upper and lower limbs. "Hemiplegia" means total Paralysis of the upper and lower limbs on one side of the body. "Paraplegia" means total Paralysis of both lower limbs or both upper limbs. "Paralysis" means total loss of use. A Doctor must determine the loss of use to be complete and not reversible at the time the claim is submitted. "Member" means Loss of Head or Neck, Arm or Leg, or Eye and Loss of Sight. "Loss of Hand or Foot" means complete Severance through or above the wrist or ankle joint. "Arm or Leg" means Severance at or above the elbow joint or knee joint. "Loss of Sight" means the total, permanent Loss of Sight of one eye. "Loss of a Thumb and Index Finger of the Same Hand" means

(Council A&S Plan eff. 2010-09-01)