

# Camp Workcoeman

## 2014 Cub Scout Summer Program Guide

Webelos Resident Camp  
Cub Scout Resident Camp  
Cub Scout Mini-Week Resident Camp  
Cub Scout Family Camp  
Cub Scout Day Camp



A Connecticut Rivers Council Scout Camp  
**BOY SCOUTS OF AMERICA**



Welcome to the 2014 Cub Scout Summer Camping Season!

Thank you for choosing a Connecticut Rivers Council Scout Camp this camping season. Camp Workcoeman is a full-service Scout reservation. It is the home of a five-week Boy Scout resident camp season as well as a variety of different Cub Scout and Webelos summer camp programs. We look forward to providing you with a fun filled and memorable summer camp experience.

The Camp Workcoeman staff has been working to create a fun and safe program that has fun with a purpose. **The theme for the Cub Scout summer camp season is 'Knights of the Roundtable.'** Join all the Lords, Ladies, Knights and Squires for a week of fun and excitement at 'Kingdom Workcoeman!' This year also marks the 90<sup>th</sup> Anniversary of Scouting at Workcoeman, which we will commemorate by looking back at the remarkable history of this wonderful place.

This guide contains valuable information to prepare you for your time at camp. It addresses each Cub Scout summer camp program in detail so you can adequately make your camp preparations. Please remember all Scouts, leaders and parents (if spending time at camp), **MUST** have an up to date, completed and signed medical form. No scouts or leaders can stay at camp without the form. More info on medical form procedures can be found in this guide.

We have scheduled leaders meetings for each of the Cub programs. The dates are listed in this guide.

Again, welcome to another great summer of camping fun and adventure.

Yours in Scouting,

**Jeffrey Seiser**

Director of Cub Scout Programs

Email: [jseiser@campworkcoeman.org](mailto:jseiser@campworkcoeman.org)

Phone: 860-806-2993

## Table of Contents

Please read this Leader Packet cover to cover as it details many of the goings on for camp. Make sure someone from your pack attends your scheduled Leader Meeting at camp!

Welcome Letter .....	2
2014 Schedule of Summer Camp Sessions .....	4
Information for Parents & Leaders .....	5
Camp Rules & Emergency Procedures. ....	6
Cub Scout Day Camp - August 4-8 .....	7
Family Camping Weekend- July 26-27, .....	8
Mini-Week Resident Camp- June 29-July 1 & Aug. 3-5 .....	9
Cub Scout Resident Camp August 3-8. ....	9
Webelos Full Week Resident Weeks -June 29-July 4 & Aug 3-8 .	10
Gear List (what to bring) .....	11
Pre-Camp Leader Meeting Schedule .....	12
Important Medical Form Information .....	13-14
"Plague" .....	15
Information for Resident Camp Leaders .....	16
Resident Camp Program Notes. . . . .	17-18
Check-in Procedures. ....	19-20
Helpful Hints During Camp .....	21
Pack/Den Time .....	22
Frequently Asked Questions. ....	23-24
Blank Pack Roster .....	25
Photo/ Name Badge Order Form .....	26

## 2014 Program Session and Dates



### *Webelos Full Week Resident Camp*

*June 29-July 4 & August 3-8*

An action packed week for Scouts entering 4th and 5th grade who are ready for a weeklong camp experience. The program focuses on the Adventure of Scouting where Scouts can earn activity badges and other advancement opportunities. Webelos also get the opportunity to see what awaits them in the Boy Scout program.

### *Cub Scout Full Week Resident Camp*

*August 3-8*

This is a week long, 6-day/5-night overnight camping experience for those entering Wolf and Bear ranks (2<sup>nd</sup> and 3<sup>rd</sup> grades). Cub Scouts will camp, dine and travel with any Webelos attending from their pack, however will participate in age appropriate activities designed for their rank and age.

### *Cub Scout Mini-Week Camp*

*June 29-July 1 & August 3-5*

This is a shorter overnight experience for Cubs. Cub Scouts will get a taste of those great summer camp programs. This opportunity will allow for some advancement but the main emphasis is FUN!

### *Cub Scout Family Camp*

*July 26-27*

This program is for all Cub Scouts and their families. This allows Scouts to get a taste of what summer camp is like without the worries of being away for too long. The program features archery, BB shooting, swimming, and nature activities along with an "open program" - this allows for the Scouts to pick what activities they would like to do.

### *Cub Scout Day Camp*

*August 4-8*

Day Camp features all the fun and excitement of summer camp without the overnight element. Scouts are introduced to the Cub Scout summer camp program and will come away with a great experience that will include fun, excitement and some advancement.

## General Information for Parents & Leaders

**The Workcoeman Scout Reservation** is located on the shores of beautiful West Hill Lake in scenic New Hartford, Connecticut. The reservation contains 550 acres of land that is home to over 1,300 Boy Scouts and Cub Scouts each summer during its six-week season. Campers and leaders stay in 2—person canvas wall tents and sleep on cots with mattresses. Three hearty meals are served daily in the dining hall. All Scouts who visit Camp Workcoeman experience a wide variety of programs consisting of adventure and advancement which includes, activity badges belt loops and pins and camp achievements but most of all, **FUN!**

**Camp Workcoeman** offers several different types of Cub programs.

- **Webelos Full Week Resident Camp** is a six-day, five-night program designed for Webelos Scouts that provides an introduction to the experiences that await them as Boy Scouts.
- **Cub Scout Full Week Resident Camp** is a six-day, five night overnight camping experience. Cub Scout Resident Camp is for boys entering second and third grades.
- **Cub Scout Mini Week** is a three-day, two-night program designed for younger scouts, usually wolves and bears, to stay overnight for the first time and participate in a short Cub Scout resident camping program.
- **Cub Scout Family Camping** weekend is an overnight program designed for cubs and parents to experience the outdoors and get a taste of the Scouting program.
- **Cub Scout Day Camp** is for all age Cub Scouts. Scouts will get a chance try experience activities including swimming, nature, crafts, Scout Skills, BB shooting and Archery. The Day Camp program runs from 8 am to 5 pm. daily Monday thru Friday.

**A Camp Director with 34 years experience chooses the Camp Staff.**

The staff is highly skilled and trained with all key staff trained by the Boy Scouts of America at their National Camping Schools. Camp Workcoeman's veteran staff has an impact on a quality program.

The staff participates in camp specific training; including health & safety, youth protection, age appropriate program, and the Core Values of Scouting. Staff members come from varied backgrounds, including professional teachers. Others are certified in aquatics, rifle and archery instructors supervisors and food service professionals.

**An Adventurous Program in a Scouting Atmosphere**

Cub Scouts and Leaders will spend each day exploring the camp and visiting the Age-appropriate advancement and achievement are interwoven throughout the fun and exciting camping program!

Read on for more information about our camp!



## Camp Rules & Emergency Procedures

Below is a list of camp rules and procedures that all scouts are asked to follow. Please review this list and be familiar with it before arriving at camp.

### Camp Safety Rules

1. All campers, leaders and staff will be issued a camp wristband that recognizes them as a weekly paid camper.
2. Walk at all times, unless participating in an activity where running is allowed.
3. Wear closed-toed shoes (sneakers or hiking boots).  
\*Open toed shoes may be worn at the waterfront and showers.
4. No bathing suits or exposed underarms in the dining hall.
5. Remove hats and wash your hands before entering the dining hall.
6. Avoid climbing on the larger rocks at camp.
7. Candy and soda purchases in the trading post should be less than \$3 a day.
8. Please observe our quiet hours between 10pm and 7am. ).
9. No alcohol or fireworks may be brought into or consumed/used on camp property.
10. Do not spray bug spray in tents.
11. No flames in tents.
12. Use the buddy system! Each scout must have a buddy at all times.
13. Do not hang wet items on the tent outriggers. Bring cord to make a clothesline.
14. Report all injuries to the camp's health officer.

### Emergency Procedures

- Alert the staff to any emergencies.
- An emergency procedure will start with an announcement on the camp's PA system.
- When you hear the announcement, walk or remain at your designated activity area.
- Have a seat near your pack and wait for further instructions from the staff.  
(Leaders take a head count of scouts, den chiefs, and leaders in the area. Report your pack number and your counts to a nearby staff member.)
- DO NOT DEPART THE AREA until the staff dismisses you. There will be a brief meeting following each drill or procedure.

## Camp Workcoeman Day Camp- August 4-8

### Description:

Cub Scout Day Camp is open to all Cub Scouts, yet is best suited for those entering Tiger, Wolf or Bear year. Day campers will enjoy many of the same facilities as resident campers which include the waterfront, BB range, archery range, scoutcraft, sports field and nature lodge. Day Camp runs from 8am-5pm daily.

### Daily Sample Schedule:

8:00-8:15	Arrival and Activities in Den Areas
8:20-8:30	Opening Ceremonies
8:30-12:15	Morning Program Periods
12:30-1:00	Lunch
1:00-2:00	Afternoon Special
2:00-5:00	Afternoon Program Periods
5:00	Closing Ceremony/Parent Pick Up



### Important Notes:

- Punctuality is key! Day Camp begins each day promptly at **8:00am SHARP**
- National BSA policy requires that every camper, youth and adult, **MUST** have medical forms on file at camp. A physical examination conducted within the last 3 years is required for all day camp participants (scouts and adults). **The 3 year physical exam applies only to day campers. All resident campers must have an annual physical exam.**
- A health officer is on site during all day camp hours of operation. All medications including over the counter medications must have a medical authorization form and be in the original container. The medical officer will dispense the medication at the appropriate times.
- Be sure to pack a small day pack including: a bathing suit, towel, rain gear, hat, sunscreen and water bottle. Hats are recommended as well; although there is adequate shade this protective measure is recommended.
- Label all personal items and lunches with your scout's name and den number
- Scouts will be placed in dens according to pack to travel to different program areas. Depending on the size of the pack attending, scouts and adults may be with members of their pack only or with scouts and adults from other packs. **It is expected that packs sending scouts to camp will provide adult support.**
- Contingent upon adult participation, we hope to offer Webelos attending day camp the opportunity to earn activity badges. This opportunity includes **Scientist and Aquanaut**. Please understand that this opportunity can only be offered if an appropriate number of Webelos Leaders attend camp.
- Those attending as Tigers, Wolves or Bears will have the opportunity to earn many belt loops and requirements towards rank.

## Cub Scout Family Camping Weekend- July 26-27, 2014

### Description:

The Baloo's Family Camping Overnight is designed for cubs and parents to experience the outdoors and get a taste of the Scouting program. Family members will be free to choose and participate in the many activities offered at camp.

Sample Schedule: (may change depending on program or weather).

### Saturday- July 26

11:00 - 12:00 Check-in at the Chapel

12:00 - 1:00 BBQ Lunch - Dining Hall

1:00 - 5:30 Program Area Rotations- archery, BB, Nature  
Swimming/Boating

5:45 Evening Colors (Flag Lowering Ceremony)

6:00 - 6:45 Dinner- Dining Hall

7:00 - 7:30 Religious Service

8:00 - 9:00 Campfire

9:00 -9:30 "S'mores" Over the Campfire

9:30 - In Campsites Quiet time

### Sunday-July 27

7:15 Reveille

7:45 - Morning Flag Ceremony

8:00 - 8:45 Breakfast - Dining Hall

9:00 - 10:45 Free Time in Program Areas

11:00 Closing Ceremony



### Important Notes:

\*Medical forms with necessary sections completed are required for all campers. Campers or adults without medical forms cannot participate in any camp activities.

\*A camp health officer is on site during all camp hours of operation. **All medications, including over the counter medications must have a medication authorization form and be in the original container.** The health officer will dispense medications at the proper times. Medication times are directly before or after breakfast and dinner as well as following evening program. Please contact us if special arrangements are needed.

\*Cups and water are provided throughout camp. Scouts are encouraged to stay hydrated throughout the day and it is recommended that you bring a water bottle with you to camp. See the Suggested Gear list for more ideas of equipment individual scouts should bring to camp.

\* Scouts will have the opportunity to earn belt loops and requirements toward rank achievement during the weekend.



## Cub Full Week & Mini-Week Resident Camp

### June 29-July 1, August 3-5, August 3-8



#### Description:

The Cub Scout Full Week Program is a 6-day, 5 night program, while Mini-Week program is a three-day, two-night program open to all Cub Scouts. These programs are best suited for those entering Wolf and Bear years.

#### Sample Schedule: (may change depending on program or weather)

<b>Sunday</b> 1:00 pm Scout Arrival 1:00-5:00 Check-in/Orientation -Medical Check-in -Swim Tests -Camp Tour -Cubmaster Meeting 5:30- Staff Introductions & Flag Ceremony 6:00 Dinner 7:00 Orientation Rotation 8:00 - Opening Campfire 9:00 - Ice Cream Social 9:30- Taps - Quiet Time	<b>Monday</b> 7:15- Reveille 7:45 - Flag Ceremony 8:00 - Breakfast 9:15 - 12:00- Morning Program 12:30 - Lunch 1:00 - 5:00- Afternoon Program 5:45 - Flag Retreat 6:00 - Dinner 7:00 - 8:30 Evening Program 9:30- Taps - Quiet time	<b>Tuesday</b> 7:15 Reveille 7:45- Flag Raising 8:00 - Breakfast 9:15 - 12:00- Morning Program 12:30 - Lunch 1:15- 5:00- Afternoon Program 5:45- Flag Retreat 6:00- Dinner 7:00- Campfire 8:00- Departure for Mini Week Campers  *Full Week Campers will participate in similar schedule through Friday
--	---	---

#### Important Notes:

-Complete medical forms are required for all campers. Cub Mini-Week Campers without medical forms cannot participate in many key camp activities and may be sent home if one is not produced within 24 hours.

-Cups and water are provided throughout camp. Scouts are encouraged to stay hydrated throughout the day. It is suggested to bring your own water bottles.

-See the Suggested Gear list for more ideas of equipment individual scouts should bring to camp.

-Scouts will have the opportunity to earn several belt loops and requirements toward rank advancement during this experience.

-Please note that those attending Cub Mini Week Camp, June 29-July 1 will be following the **Boy Scout Theme for the Summer** which is 'Explorers.' If this applies to you, additional information will be provided at the leaders' meeting and via email.



## Webelos Full Week Resident Camp

### June 29-July 4 & August 3-8

**Description:** Resident Camp is a six-day, five-night programs designed for Webelos Scouts. Scouts attend programs throughout the week, each being geared towards challenge, growth and FUN!

#### Webelos Resident Camp Schedule:

<b>Sunday- Arrival</b> 1:00 am- Scout arrival 1:00- 5:00- Check-in orientation *settle into campsites *Medical checks & Cubmaster meeting *Swim Checks 5:30 - Staff Introductions and Flag Lowering 6:00 - Dinner 7:15 - Orientation Rotation 8:15 - Opening Campfire 9:00 - Ice Cream Social 9:30- Taps - Quiet time	<b>Monday - Thursday</b> 7:15 - Reveille 7:45 - Flag Ceremony 8:00 - Breakfast 9:15 - 10:00 - Program Session 1 10:15 - 11:00 Program Session 2 11:15- 12:00 - Program Session 3 12:30 Lunch 1:15 - 2:00 Program Session 4 2:15 - 3:00 Session 5 3:15 - 4:00 Session 6 4:00 -5:00 - Session 7 5:45 - Flag Lowering 6:00 - Dinner 7:00 - Evening Program 9:30 - Taps - Lights Out	<b>Friday</b> 7:15 - Reveille 8:45- Flag Raising 8:00 - Breakfast 9:15 - 12:00 Program Sessions 12:30 - Lunch 1:15 - 5:00 Program Sessions 5:45 - Flag Retreat 6:00- Dinner 7:00- Award Presentations (Parents Invited)
--	---	--

#### Important Notes:

-Medical forms are required for all campers. Resident Campers without medical forms and certain parental permission forms cannot participate in many key camp activities. Campers without completed medical forms cannot stay in camp and may be sent home if one is not produced within 24 hours.

-Scouts will have the opportunity to earn 4 activity badges and several belt loops during the week. Please check page 17 of this guide for more information.

-Cups and water are provided throughout camp. Scouts are encouraged to stay hydrated throughout the day. It is suggested to bring your own water bottles.

**-Please note that those attending Webelos Resident Camp, June 29-July 4 will be following the Boy Scout Theme for the Summer which is 'Explorers.'** If this applies to you, additional information will be provided at the leaders' meeting and via email.

- Please note that the Friday afternoon/evening schedule will differ some between the June 29<sup>th</sup>-July 4<sup>th</sup> week and the August 3<sup>rd</sup>-8<sup>th</sup> week.

## Suggested Gear List

Below is a suggested list of items that each scout should bring to camp. Please note, due to the number of lost and found items each camp season, it is highly recommended that **each personal item be labeled with the scout's name and pack number**. A few extra pairs of socks and a spare pair of sneakers can also make the difference between a great week and a cold, soggy week. Open-toed shoes are not permitted in camp.

### Recommended:

Pack items in a Footlocker or Duffle bag

#### Clothing & Bedding:

Complete Scout Uniform

Comfortable Hiking Shoes or Sneakers

*(No open-toed shoes)*

Water Shoes- waterfront and showers

Extra Shorts or Pants

Shirts

Daily Change of Underwear and Socks

Swim Suit

Towel

Raincoat or Poncho

Pajamas

Sweater or Jacket

Sleeping Bag

Pillow

Wrist Watch

#### Other Must Haves:

Completed & Signed Medical Form

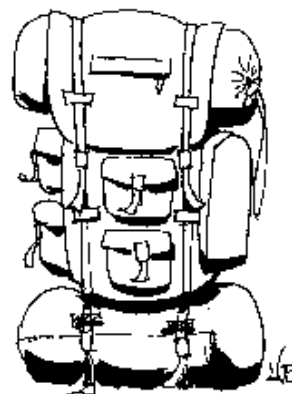
Flashlight w/ extra batteries

Toothbrush

Toothpaste

Comb or Brush

Soap & Shampoo



### Optional:

Camera

Insect Repellent

A Book to Read

Fishing Pole

Pencil, Pen, & Pad

Money for the Trading Post

Hat

Bug Netting

Water Shoes (Worn at

Waterfront only)

### Things to leave home:

Radios

Game Systems

MP3 players

**Cell Phone!!**

Any Other Electronic Devices

## Pre-Camp Leader/Parent Meeting Schedule

There is a **mandatory leader meeting** scheduled prior to your camp session that leaders and parents are expected to attend. The staff will review any updates or changes for the camping season in regard to program schedules, form updates, and den assignments. This is also an opportunity for you to meet the staff, ask questions and meet other adults who will be at camp the same week as you.

Saturday, May 31 <sup>st</sup> , 2:00 PM or Sunday, June 15 <sup>th</sup> , 2:00PM	Webelos Resident Camp June 29-July 4 Cub Scout Mini-Week June 29-July 1
Saturday, July 12, 2:00 PM or Saturday, July 19, 2:00 PM	Webelos Resident Camp - August 3-8 Cub Scout Mini-Week August 3-5 Cub Scout Resident Camp August 3-8 Cub Scout Family Camp July 26-27
Saturday, July 12, 5:00 PM or Saturday July 19, 5:00 PM	For Cub Scout Day Camp - August 4-8

Please bring the following items to the pre-camp leaders meeting:

\*An updated Pack Roster (at the end of this leader guide)

\*All completed medical forms- the camp Health Officer(s) will be on hand to review any completed medical forms you may have. The more completed medical forms you have, the quicker your check-in process will be when you arrive at camp. Health Officers will check forms, any forms missing information will be returned to you to get corrected. Any forms that are correct will be kept.

**Remember: Make copies of all medical forms for you files. Medical forms must be kept on file and WILL NOT be returned at the end of the week.**

**See the next page for additional Medical Form Information.**





## Important Medical Form Information

The BSA requires use of its official medical form that consists of 4 parts: A, B, C and D. This form and all related forms are included in this guide.

### Who Needs a Completed Medical Form?

#### **For Webelos Full Week Resident and Cub Scout Half-Week Campers:**

All Scouts AND adults MUST have a complete medical form (Parts A, B, C and D) Part C is important. This page shows a physical examination dated within the last 12 months prior to the last day of camp. The form must be signed AND DATED by a licensed medical practitioner.

#### **For Cub Scout Day Campers:**

Day campers must use the same medical form HOWEVER, since they do not stay overnight at camp, they are required to have a physical exam dated within 3 years to the last day of camp.

Be sure to use the Medical Form, Medication Authorization Form and Allergy Treatment Plan found in the Forms Section of this guide or on the camp website.

**All Medical Forms should be brought to your leaders/parents meeting or be sent to camp at least 3 weeks prior to your week at camp.**

Our Health Officers will review them and contact you with any problems that are found. If you choose to mail them, please do so at least 3 weeks prior to your week of camp to:

**Camp Workcoeman**  
**169 Camp Workcoeman Rd.**  
**New Hartford, CT 06057    Att: Camp Nurse**

***DO NOT fax your forms to camp!***

## **Check the following items BEFORE submitting all Medical Forms:**

**IMMUNIZATION SECTION (Part A)**, with latest tetanus date.

**Be sure that all personal information, including emergency phone numbers and insurance information is current and accurate.**

If parents will be away while the Scout is at camp, be sure a person who can make decisions for the child is listed. It is recommended to include a copy of both sides of your insurance card.

## **ALL MEDICATIONS, INCLUDING OVER-THE-COUNTER, REQUIRE WRITTEN DOCTOR'S ORDERS**

Use the "Authorization for Medication" form for EACH medication required. This form is found in the Forms Section of this guide or download a form at: [www.campworkcoeman.org](http://www.campworkcoeman.org).

**This form MUST be signed by BOTH the medical practitioner AND a parent.**

**All medications must be in original pharmacy containers.**

**Pill dosage boxes will not be accepted.** They must be given to the Health Officer during your assigned medical check-in time. This includes any non-prescription medications such as Claritin or vitamins. Inhalers and epi-pens used for emergency conditions may be carried with the camper with a pharmacy label, and appropriate orders after the Camp Health Officer logs them in.

**Only the necessary amount of medication for the week should be brought to camp.**

**\*\* No medications may be kept by, or administered to Scouts by an adult leader unless the leader is the parent of the Scout. Otherwise, the Camp Health Officer is the only designated person to dispense medications.**

A school physical form is acceptable BUT a BSA form with Parts A, C & D must be completed and accompany the school form.

**Upon arrival, all Scouts and leaders must fill out a medical survey. The survey form is found in the "Camp Forms" section of this guide. These surveys are to be turned in to the Health Officers during your medical check-in.**

**Scouts attending Full Week Resident and Mini Week Camps will be given a time for your Sunday check-in with the Health Officers. It is very important to be on time for your medical check-in. Arriving late will negatively affect the check-in schedule of all units in camp.**

# Plague

## What is "Plague" ?

Plague is a word that the camp staff uses to describe homesickness. Nothing perpetuates homesickness more than hearing the word home. Camp staff refers to this phenomenon as "plague" because it can come on quickly and spread rapidly through a pack if not dealt with. Take advantage of the following tips from seasoned staff members on avoiding/dealing with homesickness.

Step 1: Educate and communicate with parents! Most parents want to know that their children are being cared for while not in their supervision. They also want to know that their scouts are having fun (i.e. not miserable). Remind parents of other times they have left their child with someone new (grandparent) and reassure them that most children may experience some displacement at first, but often recover by dinner time the first day. If you have a reluctant parent/child combination, assure the parent that you can call during the week with an update about how the scout is doing. We do not recommend letting scouts call home.

Step 2: Prepare scouts! Let scouts know what to bring and where they will be staying. This can make a big difference for hesitant scouts that do not know what to expect.

Step 3: Pack proper equipment. Often times, scouts show signs of "plague" due to wet socks, damp clothing or being cold. Be sure that scouts **do not bring cell phones**. No one likes a surprise visit from a parent because a scout called home and nobody knew.

Step 4: At camp, encourage proper hygiene, adequate sleep, and healthy eating habits. These are all pitfalls that can lead scouts to feeling crummy and asking to go home. Often, a scout remembers home as a place that is comfortable and more desirable when they are wet, cold, tired, or miserable.

Step 5: Call on the staff. The camp staff is trained on how to approach and talk to a scout who is showing signs of homesickness. Sometimes, all it takes is a different adult or staff member to tell a scout it is bedtime for the sniffles to subside.

And lastly, the Camp Workcoeman offers year round camping, Take advantage of this by having your pack/den spend a weekend at camp during the fall/winter or spring seasons. Cabins can be rented or you can rent a campsite and bring your own tents. The more exposure your Scouts have camping and to the outdoors, the less likely homesickness will set in.

## Information for Full Week Resident and Cub Scout Mini-Week Camp Leaders

This section details information specific to leaders bringing their packs to camp.

- All campers will stay in campsites in canvas wall tents on wooden platforms. You will sleep on metal cots with mattresses. Bring a sleeping bag or bedding. Insect nets and other comforts are suggested.
- Washing and drinking water are in-site. Latrines are in-site. Centrally located showers with hot water are available. Restrooms with flush toilets are available for adults.
- Three balanced meals are served daily in a modern dining hall, prepared by a food service professional and kitchen staff.
- The resident camp has a medical officer on duty (24-7).
- Leaders may have cell phones but it is crucial to keep them out of sight. Scouts that are having a great time may be reminded of home upon seeing them. Please see our section on Plague for more information.







## Full Week Resident Camp and Mini-Week Program Notes

This list details some of the special events that are offered during our various sessions of camp. - Subject to change according to schedules or weather:

### **The Opening Campfire:** (First night of camp)

Sit back and enjoy songs, skits, and cheers as performed for you by the Staff. Please encourage the boys to follow our four campfire rules.

1. Participation Rule: Sing along, laugh, or respond when asked.
2. No Heckling Rule: It is difficult to perform in front of people. Be sure not to take away from the actual performance.
3. Flashlight Rule: Please keep flashlights off and tucked away during the campfire. Flashlights are not needed until your walk back to your campsite.
4. Have Fun Rule: We are here for your entertainment!

### **Advancement Opportunities:**

Scouts attending Full Week Resident Camp will have the opportunity to earn multiple activity badges that includes a selection among **Outdoorsman, Naturalist, Aquanaut, Sportsman and Craftsman**. They will also have the opportunity to earn several belt loops and complete requirements toward rank. Mini-Week campers will have the opportunity to earn several belt loops and complete rank advancement.

### **Den Photos:**

Pack and Den photos will be taken on Tuesday. Photos will be taken during before, during and after lunch. All scouts should be dressed in the same uniform for the photo. This could be in Class A uniforms or Pack T- shirt.

A separate photo signup sheet is enclosed as the last page of this guide.

Photos are \$10.00 each. Unit leaders are responsible for collecting money from their pack or den and distributing the photos. The photos will be distributed to leaders on Friday.

**The units' photo order sheet and money should be turned in at the camp office by Monday lunch.**

The Class 'A' Cub Scout uniforms will be the proper attire for all evening meals.

## **"Akela's Staff"**

Akela's Staff is awarded every evening to the resident camp den that shows the most spirit in camp. Winners of the Spirit Stick earn a right and a responsibility for the group. The "right" is to carry Akela's Staff around camp showing that your den has shown the most spirit during the day. The "responsibility" is that the den must affix a small totem to the Spirit Stick that indicates they earned the stick for the day.

## **Knights of the Roundtable at Camp Workcoeman**

Kings, queens, lords, ladies and knights are descending upon Camp Workcoeman this summer!!! Your week at camp will be marked with experiences and challenges with a medieval twist that will strengthen the teamwork and skills among your Scouts!

Each campsite or den will be designated a famous medieval figure that will serve as your representation on the 'roundtable.' You are encouraged to decorate your campsite, and dress up as and explore the history of your figure. This will not only unite your Scouts, but also make the week more fun and memorable for everyone. Stay tuned for more information as the summer nears!

## **Cub Scout Campfire-**

**Tuesday night will be a fun night for all Cub Scout Mini-Week and Full Week Campers.** We will gather at the amphitheater for a campfire where all packs and dens have a chance to perform a song, skit or cheer. The camp staff will join in the antics as well. **The fun doesn't stop here!** Parents of Mini-Week campers are encouraged to attend, as this will conclude their Scout's time at camp.

\*All of these programs and more will be discussed in more detail at your pre-camp leaders meeting. Make sure a representative from your unit attends the pre-camp leaders meeting, the pre-camp leaders meeting schedule is on page 12.

## **Leader Name Badges**

Leaders can place an order for a special Camp Workcoeman leader name badge. The cost of a name badge is \$5.00. These name badges can be worn throughout the year at all pack and district activities. Name badges can be ordered in advance by completing the form at the end of this guide.

## Full Week Resident Camp & Mini-Week Check-In Day

1. For those attending camp starting on June 29<sup>th</sup> Leaders and Scouts arrival is for Sunday starting at 11am. For those attending camp starting on August 3<sup>rd</sup> Leaders and Scouts arrival is for Sunday starting at 1pm.
2. Leaders can settle their gear into their campsites before the designated arrival time, however staff will not be on duty until the time listed above. ONE vehicle is allowed to move gear to the campsite. All vehicles must be out of the campsite and in the parking lot by 1 PM. No lunch is provided on Sunday.

A member of the camp staff will be assigned to your pack beginning at 1:00pm to act as a guide to assist with the arrival process.

### 2. Assign Scouts to Tents

Allow scouts to settle into their tents and unpack their gear (such as sleeping bag, etc...). Two scouts per tent. Each campsite has a double tent set up. Members of your pack will be assigned specific tents to occupy in the campsite.

### 3. Before Parents Leave:

- Collect photograph money. (\$10)
- Be sure parents accompany their Scout to the medical check-in if there were any issued discovered on their medical form.
- ALL medications must be turned over to the Health Officer. All medications must be submitted in their original container.

### 4. Medical Check-In - Your pack will be assigned a time for medical check-in.

Once your Scouts have settled into their tents, a staff member will assist you in a preparing you for the medical check-in.

REMEMBER: MEDICAL FORMS ARE TO BE SENT TO CAMP 3 WEEKS BEFORE YOUR WEEK OF CAMP! Packs not submitting medical forms in advance will be assigned a time at the end of the check-in schedule.

Be sure you have the following:

- All signed and dated medical forms not previously sent to camp.
- Medications in original containers.
- Parents of scouts that must carry inhalers or epi-pens should accompany their scout during the medical check-in process

**5. Waterfront Swim Tests** - Following your medical check-in

- Buddy tags are issued by the medical staff at medical check-in
- Tags are issued only to scouts and leaders who have completed medical forms

**6. Cubmaster Meeting with Camp Administration**

There will be a leaders meeting in the Dining Hall on Sunday afternoon. One leader from each den/pack should attend. You will be given information regarding the number of dining hall waiters for meals your pack should send to the dining hall, as well as a review of the schedule for the week. Wristbands for ALL Scouts and leaders will be distributed at this time.

**7. Opening Ceremonies** will take place in the Parade Field at 5:30pm. A family-style dinner will follow, at 6:00 pm. Please note that waiters are to report to the dining hall 15 minutes prior to the start of the meal. A waiter for each table is required from each Pack/Den for the evening meal only.

\* Class 'A' Scout Uniforms should be worn to the daily flag retreat ceremony and the evening meal.

**8. Orientation Rotation** - Beginning at 7:30 all units in camp will participate in a rotation of stations consisting of:

- BB and Archery Range Orientation
- Camp Rules
- Waterfront Orientation

**9. Opening Campfire** - will follow in the council ring.

Following campfire, bring your scouts back to the campsite. Staff will meet you in the site to provide leadership for your boys as they begin to settle in for the night. Key Staff will also visit to answer any questions you may have.





## Helpful Tips During Camp

This section lists helpful tips and suggestions from seasoned camp staff that will help your experience go smoothly.

- **Plan Ahead.** Be sure that you have a copy of the camp schedule in your back pocket. It is helpful to give copies of your schedule to other key leaders in your pack so that everyone in your pack knows where everyone is going. Extra copies of these items are always available at the camp office.

-**Know Your Schedule.** Have Scouts carry a bathing suit and towel and make use of our changing stations if you have a waterfront session near a meal. This may spare you some extra hiking and grumpy campers!

-**Keep Your Scouts Hydrated** - Often, Scouts forget to drink water or opt for juice first at meals. While juice is a liquid, it does contain sugar that is not favorable during extreme heat.

-**Avoid Scouts Buying Candy in Bulk** - It is better to stop a few times than to have them stock up and store it in their tents. Our furry friends will make friends with your scouts at the cost of personal equipment.

-**Encourage Changing Socks Daily** - Most Scouts will try to wear the same pair all week. This often leads to blisters or poor mood in general. It is recommended that scouts take off their socks while sleeping as well. (Changing underwear is also highly recommended.)

-If you aren't traveling with Scouts during a program period, pick a designated place where two leaders will be in case a scout has an emergency. If a place is not predetermined, many scouts panic and head for the campsite that may be empty. Some packs create a free time board where scouts sign in to an area so that the leaders who hang back in the site know roughly where everyone is at all times.

-If there is time, have your scouts prepare the site for the daily site visitations prior to leaving for breakfast and opening flags. This way, there won't be a crunch time or late arrival to a program area.

-Try to avoid reminding scouts of home, pets, or parents. This decreases the amount of homesickness you have to deal with. (Please see Plague section for more information.)

## Den Time

Den time is scheduled at night. It is designated as self-guided time for the dens in camp. Den Chiefs can help run an activity during den time. Den time occurs throughout the week and gives dens a chance to tailor their own experience. Below is a list of suggested activities to help fill this time.

- Practice knot tying
- Practice a song, skit, or cheer for closing campfire in the council ring
- Take a nature hike to the chapel
- Practice flag folding with a sheet or your site flags
- Bring scouts to the showers
- Work on a conservation project or camp wellness project
- Participate in site improvement/cleanup
- Work on the camp wide scavenger hunt
- Create a pack banner to bring to flag ceremonies
- Play a favorite game or one you learned from camp
- Have some chill time in the site (good on a hot day)
- Visit the Trading Post (check hours for availability)
- Work on an activity/achievement that the pack has not yet completed



## Frequently Asked Questions

Q: Where will my child be staying during overnight camp?

A: Each scout will stay in a two-person platform tent. The tent has a metal bunk and a mattress for each boy. A scout can bring his own tent if he would like. Please note: the camp is not responsible for damage to personal property.

Q: How much money should I send with them?

A: The Trading Post is available for scouts to visit daily. There is a \$3 limit on candy each day per scout. Other souvenirs are also available for purchase as well. It is recommended to send scouts with no more than \$50 dollars for the weeklong program.

Q: What if my son has food allergies?

A: If your son has food allergies, be sure this information is noted on his health form. Also, it is helpful to contact either the camp director or the head cook ahead of time if special dietary concerns exist.

Q: What if my son takes medication daily?

A: All medications must be locked in the health lodge. A health officer will distribute medications before/after breakfast and dinner. If special accommodations are needed, please indicate this on the health form and talk with the health officer on arrival. If your son has an epi-pen or an albuterol inhaler, he may carry it with him provided he has written approval from his parent/guardian and physician.

Q: Should I send snacks with my child?

A: No. We have many small critters in camp that love tasty treats and have been known to destroy personal gear to obtain snacks or even wrappers. Three meals are served each day and pre-approved by a dietitian. Also, single serving snacks are available in the Trading Post. If special accommodations are needed, please let us know ahead of time.

Q: Is a nurse available?

A: A health officer is available throughout the day and stays on site overnight during resident camp weeks. A qualified health officer is a registered nurse.

Q: What happens if my child does not want to participate in one of the planned camp activities? What else can he do?

A: No child is expected to do anything he does not want to do. Our staff is trained to assist children who may be hesitant to participate or try something new. Each program area offers a variety of activities. If one is not desirable, a scout can opt for another in its place.

## **More Frequently Asked Questions**

**Q:** What if my child is homesick?

**A:** Scouts may experience homesickness or feelings of displacement in the beginning of the week. This often fades after the first day or two. In extreme cases, a camp staff member may contact a parent.

**Q:** If my child goes home sick, can he return?

**A:** The child must be free of fever or vomiting for 24 hours before returning. The child must also be cleared by a doctor to return to camp. Written proof of this must be submitted to the health officer when the child returns.

**Q:** Can I send mail to my child at camp?

**A:** Yes. Please consider that letters sent while your child is at camp may not reach us until the following week. Letters and care packages can be sent to the following address:

Scout's Name/ Pack #  
Camp Workcoeman  
169 Camp Workcoeman Road  
New Hartford, CT 06057

Letters and packages may also be dropped off at the camp office on Check In day. The office manager will distribute these items throughout the week.

**Q:** If my child is sent home, can I get a refund for the week?

**A:** Please see the council's refund policy below. In most cases, money may not be refunded because it covers nonrefundable items such as the purchase of food.

### **BSA's Camp Refund Policy:**

Refunds will be granted if written notice is received at least two weeks prior to the opening day of camp. In the case of illness, refunds will be granted until the opening day of camp if a written notice from a physician is provided. Refunds are not granted if notice is received after the opening day of the camp session that the camper is scheduled to attend. All refunds for Full Week Resident Camps are subject to a \$50.00 service charge. (Refunds for the Mini Week and Day Camp are subject to a \$25.00 service charge.



## ROSTER OF SCOUTS AND LEADERS ATTENDING CAMP-2014 CAMP WORKCOEMAN

Pack/ Den \_\_\_\_\_ Week \_\_\_\_\_ District \_\_\_\_\_

CIRCLE ONE: Cub Scout Family Camping – Cub Day Camp - Webelos Resident Camp – Mini-Week Camp

**UNIT LEADER** \_\_\_\_\_ **ASST. LEADER** \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

### ADDITIONAL LEADERS:

Any leader who will be in camp for more than 24 hours must be listed. If a leader is not going to be in camp for the entire session, please specify the dates that he/she will be present. Please make additional copies of this form if needed. Specify- Pack Leader- CM, Assistants- ACM, Den Chiefs- DC, Parent- PTS

**SCOUTS:** Please list scouts specify rank as of June 2014.

	<i>Name</i>	<i>Rank</i>	<i>Age</i>	<i># of yrs camping</i>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____

## Camp Workcoeman Troop Picture Order Form

Leader Name \_\_\_\_\_ Week \_\_\_\_\_ Pack/Den \_\_\_\_\_

Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Date \_\_\_\_\_

( ) Initial Order

( ) Additional Order

	Print All Information Name	#	Amount Paid		Name	#	Amount Paid		Name	#	Amount Paid
1.				13.				25.			
2.				14.				26.			
3.				15.				27.			
4.				16.				28.			
5.				17.				29.			
6.				18.				30.			
7.				19.				31.			
8.				20.				32.			
9.				21.				33.			
10.				22.				34.			
11.				23.				Total Photographs Ordered _____			
12.				24.				Total Amount Paid _____			

Make checks payable to C.R.C

## Camp Workcoeman Cub Leader Name Badge Order Form

Leader Name \_\_\_\_\_ Week \_\_\_\_\_ Unit \_\_\_\_\_

Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Date \_\_\_\_\_

	Print All Information Name	
1.		<p><b>Order name badges for your pack's summer camp leaders.</b> Clearly print names in the space to the left.</p> <p>Send this form with payment 2 weeks prior to your week of camp and the name badges will be there when you arrive.</p> <p>Badge Price: \$5.00 ea.</p> <div style="display: flex; align-items: center; justify-content: center;">  <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Camp Workcoeman Summer Camp Cub Leader</p> <p><b>Your Name Here</b></p> </div> </div> <p>Total Name Badges Ordered _____ x \$5.00 = _____</p> <p><b>Send this form and payment to:</b>  <b>Camp Workcoeman Trading Post</b>  <b>169 Camp Workcoeman Road</b>  <b>New Hartford, CT 06057</b></p>
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Make checks payable to C.R.C