

2024

Northern Lights Cub Scout Day Camp Leader & Parent Guide



Hawkeye Area Council
Physical & Mailing Address

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Table of Contents

Cub Scout Day Camp Overview	3
Dates, Times, & Location of Day Camp	3
Program - What will they be doing?.....	3
Approximate Schedule	3
Fees/Registration/Refund Policy	4
Camperships	4
Who Should Attend?	4
Parent-to-Child Ratio.....	4
Advancement at Day Camp	5
Trading Post	5
Health Forms Required.....	5
What to Bring to Camp.....	5
Health and Safety	6
Health and Accident Insurance	6
Health Facilities	6
Medication	6
Weather Emergencies.....	6
Procedures, Policies, & Information	7-8
Cub Camping Promotions During Packs Meetings.....	8
Frequently Asked Questions?.....	9
Camp Director Contacts	9
Adult Group Leader (Walker) Job Description.....	10



Cub Scout Day Camp Schedules

Dates of Operation & Arrival Times

HAC Day Camp– North– June 10th - June 14th, 2024

Located at: Izaak Walton League Linn County—5401 42nd St NE, Cedar Rapids, IA 52411

<i>Please have all forms filled out and ready to hand in at Monday Check-In</i>	
8:15 am - 8:45 am	Monday Check-In at Registration Station
8:45 am—9:00 am	Tuesday—Friday Check in Time
9:00 am - 9:15 am	Flags & Announcements
10:00 am - 11:50 am	Station Rotations
11:55 pm - 12:25 pm	Lunch
12:30 pm - 3:20 pm	Station Rotations
3:25 pm - 3:30 pm	Closing Flags, Announcements, & Pick-up
<i>If schedule changes, will notify parents at Closing Flags & Announcements.</i>	

Specialty Programs on Last Day of Day Camp

Program

Our Cub Scout Day Camp provides a structured program for the youth who attend. Scouts in attendance will be assigned a den, with which they will rotate through all the activities. Each den will get the opportunity to take part in Archery, BB Guns, Sling Shots, Crafts, Cooking, Scout Skills, Ecology, and much more. Program sessions run approximately 30 - 45 minutes.

Fees & Registration

Day Camp Early Bird Registration deadline 5/1/2024 cost \$180.

Regular Registration \$195

No registrations will be accepted after 5/31/2024.

Packs are encouraged to register as a contingent but individual registration is available. Packs must provide leadership or adult supervision for Scouts who attend Day Camp. Incoming first graders are required to have 1:1 supervision.

Each Scout will receive a patch and a t-shirt upon arrival on the first day of Day Camp. Please indicate the proper size of t-shirt for your Scout when registering.

Refund Policy

If it is necessary for a Scout to cancel his/her Day Camp reservation prior to coming to Day Camp, a refund request can be submitted to the council for review. Refund requests will be reviewed as they're received and the unit notified of the refund decision. If the refund request is approved, the refund will be issued to the unit. It is the responsibility of the unit to then reimburse the youth/family. Fees are not refundable for homesickness or dismissal from camp.

Refund request forms are available online at www.Hawkeyebsa.org/camping/CubScoutCamping

Camperships

No Scout should miss out on the opportunity to attend camp because of his/her financial circumstances. Units should make provisions in their planning to help Scouts earn money through unit fund raising projects to ensure that they can attend camp. The Hawkeye Area Council provides funds to help Scouts in need to attend Day Camp. Generally, camperships are available for up to 1/3 of the camp fee.

Campership forms are available online at www.Hawkeyebsa.org/camping/CubScoutCamping

All campership information is kept confidential. **Funds for camperships are available to Hawkeye Area Council Scouts only. Campership deadline is April 1, 2024. Units will be notified of campership amounts by April 8, 2024.**

Child Care FSA Option:

Use your Dependent Care FSA (DCFSA) to pay for [eligible dependent care services](#), such as summer day camp. It's a smart, simple way to help you pay for your child to attend Day camp using pre-tax money.

Who Should Attend?

This summer camp experience is open to any Cub Scouts going into 1st through 5th grade.

Parent-to-Child Ratio

Each Pack is required to provide a minimum of 2 adults for a maximum of 8 children at camp, with one adult for each additional 4 children. Scouts going into first grade (Tiger) are required to have an adult partner with them each day at camp. If your group does not have 2 adults, contact the camp director and your group will be partnered with another group for the week.

Advancement at Day Camp

The campers will have the opportunity to complete several Cub Scout elective adventures. A list of adventures will be provided to each participant on the final day of camp.

Trading Post

TBD—Watch for info on this during upcoming communications and your scouts week at Day Camp....During the last day Cub Scout Day Camp, there will be a Trading Post with items for purchase. Wondering how much money to send with your Scout? It's up to you, but generally \$20 - \$40 will be enough to get your Scout plenty of snacks and souvenirs.

Health Forms Required

The Official BSA Health Form is required for all **Scouts and adults and will be required to be turned in during registration on the first day of Day Camp!**

The Official BSA Health Form can be found online at: hawkeyebsa.org/camping/cubscoutcamping

You will need to complete Section A & B of the form and attach a copy of the families medical insurance card.

What to Bring to Camp

Each Scout has different needs, but here is what we recommend bringing to Day Camp:

(Please mark all items with youth's name and Pack number.)

- Cub Scout Day Camp T-shirt (Will receive on the first day of Day Camp)
- Sack Lunch (Please pack a sack lunch for every day of the week)
- WATER BOTTLE!**
- Day Pack or Backpack
- Insect Repellent
- Sweatshirt or Jacket
- Raingear
- Sunscreen
- Shoes and Socks (no open-toed shoes)
- Summer Clothing
- Extra Money for the Trading Post (Provided on the last day of Day Camp)
- Personal Medications with Written Instructions and include Scout's name and Pack number (Turned into the Day Camp Health Officer every day)

Please do not bring electronics! We will not be held responsible for lost, misplaced, or damaged electronics of any kind.

Health and Safety

Health and Accident Insurance

The Hawkeye Area Council, Boy Scouts of America currently provides supplemental accident and illness insurance for participants registered with the Hawkeye Area Council. For all out-of-council participants, insurance is the responsibility of the Pack and the Scout's parents unless otherwise covered by their home Council. All accidents and illnesses must be reported to the Day Camp Health Officer and recorded in the Day Camp Health Log so that we can help document care in support of insurance claims. Records will be maintained by the Day Camp Health Officer.

Health Facilities

A qualified Day Camp Health Officer is on duty at all times. In the event of serious accident/illness, the patient will be taken to a clinic or nearby hospital. Parents will be informed if the Scout needs extensive care.

- HAC Day Camp– North: Taken to UnityPoint Health - St. Luke's Hospital; 1026 A Ave NE, Cedar Rapids, IA 52402

Medication

If a camper must take medication while at Day Camp, it must be turned into the Day Camp Health Officer during morning registration and will be kept under locked supervision. Written instructions must be included with the Scout's name, medication name, when to be administered, and what quantity to be administered. All medications must be given to the Health Officer in the original pharmacy container. This must be annotated on the medical form turned in while registering. It is IMPORTANT that the parent/unit leader keep track of the medications and times needed. Many times the Scout needs a reminder to find the Day Camp Health Officer. Epi-pens are to be carried with participant at all times.

Weather Emergencies

In the event of impending severe weather, participants will be notified by our program area staff to seek shelter. The shelter locations will be discussed and identified during the morning announcements every morning.



Procedures, Policies & Information

Telephone

We require **ALL PARENTS TO PROVIDE THEIR CELL PHONE NUMBER WHEN REGISTERING THEIR YOUTH ONLINE!** In the event of an emergency, we will use our mass-texting service to notify all parents with any necessary updates.

Damage to Equipment or Facilities

Each unit will be responsible for their own youth while at Day Camp. Any damages to equipment or facilities because of abuse, whether willful or as a result of negligent or imprudent practices, that parent of the Scout involved could be financially charged to cover the cost of those damages.

Dress Code

Scouts will be asked to wear their Day Camp t-shirt for the entire week of Day Camp. (Receive on the first day of camp.) No open toed shoes are allowed. Please dress appropriately for all weather conditions.

Discipline

The Unit Leader, assistant leaders, and parents are responsible for the discipline and order of their own Scouts. The Camp Staff will not assume the responsibility for, or interfere with youth discipline unless it directly involves the health and safety of Scouts, or the Unit Leaders or parents are not present at the time of the problem. The Camp Director will be appraised of any problem by the staff member and will refer them to the parent or the Unit leader. No arrangements may be made to send a Scout home before informing the Camp Director of the situation. No initiations or hazing are permitted while at Day Camp.

Lost and Found

The Day Camp lost and found box will be located at the location of registration. Leaders need to remind Scouts to have their personal effects clearly marked with name and Pack number. Each Scout needs to take care of and safeguard their personal property. Do not take valuables to the program areas, or leave them lying unattended around camp. Please have Scouts check to ensure they have all their belongings before going home – we will not be held responsible for items left at camp.

Pets

Pets are not permitted at Day Camp unless the pet is a registered Service Animal.

Trash Disposal

Trash bags are provided to help you keep our Day Camp clean. Dispose of your trash daily by depositing it in any of the trash cans or barrels located throughout the camp.

Outdoor Hazards

In any trip to the out-of-doors the camper may encounter annoying insects and poisonous plants or animals. Each Scout leader should prepare their Scouts to recognize and protect against such outdoor hazards. The effects of poison ivy, ticks, etc., can be minimized with good personal practices. All injuries of this type should be reported to the Day Camp Health Officer for treatment and recording.

Procedures, Policies & Information Cont.

Sheath Knives

No knives are allowed at Day Camp.

Alcoholic Beverages & Illegal Drugs

Alcoholic beverages or illegal drugs of any type will not be tolerated at Day Camp. Possession of the same will result in immediate dismissal from the property. There will be no refund of unused camp fees.

Firearms, Ammunition, Bows and Arrows

We will provide all BB guns, ammunition, bows and arrows needed for use as part of the Day Camp program. Personal equipment and ammo is not allowed at Day Camp.

Fireworks

Fireworks of any kind are not allowed at Day Camp. Violation of this rule may lead to immediate dismissal from camp.

Cub Camping Promotions During Packs Meetings

Pack Meeting Promotions

Are you looking for a way to excite your Cub Scouts to attend Day Camp or Cub Camping in the Hawkeye Area Council? If so, contact the Cub Scout Day Camp Director of your respected District to schedule a Cub Camping promotion presentation TODAY!

Frequently Asked Questions

Do we have to pre-register or can we walk in?

- Please pre-register to guarantee your patch, t-shirt and enough supplies are available. We will NOT allow walk-ins.

What discounts are available?

- Early bird discount of \$15 is available if registered prior to May 1, 2024.

What age must a child be to attend Day Camp?

- At least 7 years old (or entering the 1st grade in fall 2024) and older. All Tigers (entering 1st grade in fall 2024) must have an adult partner with them at Day Camp. All children older must adhere to the adult leadership requirement of 2 adults for every 8 children.
- Lions (entering Kindergarten in fall 2024) may not attend Day Camp per National BSA policies.

Does a child have to be a registered member with the Boy Scouts of America to attend Day Camp? (This is for scouts!)

- Yes, you must be registered with the BSA.

Do we sign up for Day Camp as a Pack or as a family?

- Packs/dens are encouraged to register together to ensure adequate adult supervision for their Scouts. If your Pack is not attending Day Camp, register as an individual Scout and we will place you with other Scouts from your area.

If we miss a day, arrive late or leave early can we still participate?

- Yes, you are welcome to participate anytime but remember it could interfere with specific advancements if an activity is missed that is an advancement requirement. Please make sure to let the director and your Pack leader know if you will miss time at camp. Children must be checked in and out of camp by an authorized adult (listed on the Health Medical Form)

Will my child earn advancement at Day Camp?

- There will be opportunities to accomplish elective advancements at Day Camp. A list of requirements completed at camp will be distributed on the final day of camp.

Can I volunteer at Day Camp?

- Yes! Day Camp is ran 100% by volunteers and we welcome additional assistance. All Day Camp volunteers must be registered with the Boy Scouts of America, complete youth protection training, and have background checks completed. If you are interested in assisting with Day Camp please email or call the Day Camp director of the camp you are interested in to inquire about what position you could help with.

If you have other questions not answered here, please contact any of the Cub Scout Day Camp Directors:

Council Day Camp Contact
Karsen Kettwick
Cell: (563)221-2147
Email: Karsen.kettwick@scouting.org

Day Camp - North
Jill Powell
Cell: (309) 241-1980
Email: jlb1657@hotmail.com

Day Camp Directors - North
Crystal Davis & Jill Powell
hacdaycamp@gmail.com

Council Day Camp Contact
Amanda Speidel
Cell: (319) 329-3193
Email: Amanda.speidel@scouting.org

ADULT GROUP LEADERS (WALKER) JOB DESCRIPTION

The group leader shall:

- Have fun!
- All items made or collected at camp must be kept at the den site.
- At lunch, you are responsible for keeping track of your Scouts.
- Scouts must take all their possessions home at the end of each day.
- Make sure all Scouts are picked up by their individual rides.
- Make sure the buddy system is used always.
- In discipline, be fair and firm and no physical contact with any Scout.
- You are responsible for the discipline of your Scouts. Time outs from activities are acceptable. **If this does not work, notify the Camp Director or Camp Program Director.**
- Be aware of medical conditions and medications required by members of your unit.
- Escort Scout to Day Camp Health Officer for First Aid.
- Assist the site director in teaching the skills necessary to complete the craft/activity. This means that you may have to help the kids in your den.
- In case of inclement weather, assist in teaching the skills necessary to complete the alternate craft/activity.
- Coordinate schedules within the pack to ensure the required ratio of 4:1 Scout/Walkers.
- Interested in helping? Contact your Day Camp Director below:

Council Day Camp Contacts

Karsen Kettwick
Email: Karsen.kettwick@scouting.org
Amanda Speidel
319-862-0541
Email: Amanda.speidel@scouting.org

Day Camp-- North
Jill Powell
Cell: 309-241-1980
Email: jlb1657@hotmail.com

Day Camp Directors - North
Crystal Davis & Jill Powell
hacdaycamp@gmail.com