



BOY SCOUTS OF AMERICA®
DANIEL WEBSTER COUNCIL

Leader Manual



Griswold Scout Reservation Summer 2021

Owned and Operated by:

Daniel Webster Council, Inc.

571 Holt Avenue - Manchester, NH 03109

www.nhscouting.org

Located in the Lakes Region of NH:

Griswold Scout Reservation

254 Griswold Lane

Gilmanton Iron Works, NH 03837

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Scouting Values

MISSION STATEMENT

The Mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Scout Law.

Aims of Scouting

Character Development

Learning and growing from the ups and downs of daily camp life.

Participating Citizenship

Flag ceremonies, respect for others, learning one's 'place' in it all.

Personal Fitness

Growing physically, mentally, socially, emotionally and spiritually

BOY SCOUT METHODS

Each is an equal part of the learning.

Ideals

Living w/ unshakeable, timeless values!

Patrol & Troop Method

Learning how to function as a team

Outdoors

Learning difference of needs & wants

Advancement

Recognition for 'deeds done right'

Adult Association

Learning from same & different styles

Personal Growth

Being challenged at every age level

Leadership

Being responsible 24/7, 365 days a year

Uniform

Walking the walk; not just the talk



Contact Information

For Registrations, Payments and Billing (Business Paperwork):

Daniel Webster Council Camping Services

Valerie Seitz, Program Assistant

camping@NHscouting.org

603-625-6431 ext. 116

For Program, Medical, Trading Post, or Logistical Paperwork / Forms, etc.:

Reservation Support Services rss.gsr@nhscouting.org

Call 603-872-2069 after June 1st to be connected!

For all other questions:

Drew Rydlewski, Reservation Director |

Drew.rydlewski@dwccamping.org | 917-209-5760

-or-

Call camp directly at 603-364-2900 between June 08 - August 18



<https://nhscouting.org/outdoor-programs/>

More info at website

For Food Allergies & Dietary Matters:

Food Service Director

Call 603-872-2019 after June 10 to be connected!

Griswold Scout Reservation:

Reservation Support Services (June 08 – Aug. 18)

603-364-2900 (main line)

[NOTE: Phones are not actively answered Saturday 11am until Sunday 1pm.]

To send US Mail to a Camper:

Scout's Name / Troop # / Week #

Camp Name / Griswold Scout Reservation

254 Griswold Lane

Gilmanton Iron Works, NH 03837

[NOTE: Mail should be sent early enough so it will arrive during the camper's stay in camp.]



Section I: Preparing for Camp

Important Dates

DATE	EVENT / DEADLINE	LOCATION	WHO?
By: September 30, 2020	Confirm w/DWC: Summer Camp Dates; Primary Adult Contacts. Make your Reservation!	Online: camping@nhscouting.org	Unit Summer Camp Coordinator & Unit Leader
January / February, 2020	Roundtable Visits	All DWC Districts & Out of Council Visits	Unit Summer Camp Coordinator & Unit Leader
April 1, 2021	\$100 Deposits per youth (to receive lowest price to attend camp)	Online, or DWC Office	Unit Summer Camp Coordinator
May 14, 2021	Balances due for all Early Bird Prices!	Online, or DWC Office	Unit Summer Camp Coordinator
May 31, 2020 (at the <u>latest!</u>)	All medical, menu & outpost request paperwork due (<u>regardless of the week</u> <u>your Unit is in camp</u>)	Send to GSR w/Camp/Week/Troop listed	Unit Summer Camp Coordinator

www.nhscouting.org (Outdoor Programs tab) – for guidebooks & registration needs

Facebook | Twitter | Text Blasts, etc. – for constant updates & reminders



Fees & Dates

Pre-Camp Zoom Program Planning Meetings Dates

WEEK OF CAMP	DATES	PRE-CAMP PROGRAM PLANNING MEETING
WEEK ONE	06/27 - 07/03	Mon., June 14, 2021
WEEK TWO	07/04 - 07/10	Mon., June 21, 2021
WEEK THREE	07/11 - 07/17	Mon., June 28, 2021
WEEK FOUR	07/18 - 07/24	Mon., July 05, 2021
WEEK FIVE	07/25 - 07/31	Mon., July 12, 2021
WEEK SIX	08/01 - 08/07	Mon., July 19, 2021
WEEK SEVEN	08/08 - 08/14	Mon., July 26, 2021
WEEK EIGHT	08/15 - 08/23	Mon., Aug 07, 2021

Senior Patrol Leaders will select programs in one breakout; Adults will handle administrative matters in a separate, simultaneous breakout

The SPL & Adult Pre-Camp Meetings will be simultaneous and cannot be attended by the same person / people.

[NOTE: Pre-Camp Meetings will be held on Zoom]

Check-in begins at 6:30pm.

Summer 2021 Fees

Full Fee	Adventure Card Holder Discount	Early Payment w/Adventure Card.	Early Payment w/o Adv Card
\$500	\$450	\$420	\$470

Payment Details

A \$100 per camper deposit is required to hold your spot & start registering advancement selections. In order to qualify for the Early Bird Rate, deposits must **be paid by April 1, 2021.**

Payments

Payments are payable to **Daniel Webster Council, BSA, 571 Holt Avenue, Manchester, NH 03109.**

Campership awards are not the responsibility of GSR; Units are responsible for all payments by May 15th.

Payments must be postmarked by April 1st or earlier to receive the Early Bird Rate, no exceptions.

All payments should be paid before arrival at camp.



Camp Scholarship

Camp Scholarships are designed to assist families in need. Check with local agencies, first.

DWC Camp Scholarship forms are found at nhscouting.org and are due by April 15, 2020.

It is the Unit's responsibility to apply camperships to the camp fees prior to arrival at camp.

Refunds

Deposits are non-refundable. The balance of a registration fee will be refunded after August 31, 2021 provided one of the following conditions is met: (1) The Daniel Webster Council Program Department is notified in writing of a camper cancellation at least two weeks prior to scheduled arrival; (2) In cases of injury or illness within two weeks of scheduled arrival, a letter from a healthcare provider (MD, DO, PA, or nurse practitioner) is provided with the refund request. Refunds for chartered troop resident camper cancellations will be made to the troop. Troops are responsible for paying the full registration fees for no-shows unless the refund conditions above have been met. Deposits are non-refundable, even when two weeks cancellation notice is provided. In the event the entire troop cancels its reservation, site fees are non-refundable. All space is available on a first-come, first-served basis for those paid in full. Fees are transferable to another camper.

Adult Leader Coverage and Fees

Units are provided with 2 free adult leaders.

Additional leaders will be \$180 /Adult/Week

Adult Leadership coverage is defined and charged as follows:

- **Full Time Leaders** are adults who remain in camp for the entire week of camp; start to finish.
- **Additional Leaders** are adults whose attendance is 'above and beyond' the required/recommended ratio of adults attending camp with their Unit. Cost is \$180 per additional adult.



Role of the Unit Summer Camp Coordinator

The Unit Summer Camp Coordinator is an adult from your Troop or Crew Committee who has a key role in preparing and registering your Unit – in the months leading up to summertime – for resident summer camp. Below is the recommended annual timeline your Summer Camp Coordinator should use to best prepare your Unit for Summer Camp:

GETTING STARTED – September (or as quickly thereafter as possible)

1. Confirm your Unit's reservation for the camp(s) / week(s) in question with the Daniel Webster Council office.
 - a. Unit reservation form needs to be completed and on file for the upcoming summer (confirm this!)
 - b. \$100 refundable deposit (or 'rolled over' from previous summer) for each week attending is submitted
2. Distribute dates your Unit will be attending summer camp with the expectation ALL youth should attend
 - a. Give to all registered youth and their families in your Unit – there is plenty for each of them to do!
 - b. Give to neighboring Cub Scout Packs – especially Arrow of Light Scouts crossing over in Springtime
3. Confirm your Unit's primary and secondary adult leader contacts for the Unit with the DWC office.
 - a. Email to: camping@nhscouting.org
4. Subscribe to all Daniel Webster Council social media pages and text blast services related to GSR:
 - a. Facebook (<https://www.facebook.com/GriswoldScoutReservation/>)
 - b. Twitter (@GriswoldScoutReservation)
5. Encourage families to schedule camp physicals and submit Health Forms now for the entire year ahead
 - a. Remind them of ConvenientMD and CVS and District doctors who provide camp physicals for cheap!

GETTING DOWN TO BUSINESS – October (or as quickly thereafter as possible)

1. Begin recruitment of adults to attend your week(s) of summer camp (remind them to reserve vacation time!)
2. Remind all youth to reserve summer camp week(s) – every youth should attend summer camp with their Unit!
3. Work with Unit Leader to select a GSR GUIDE (youth) for the Unit.
 - a. This older youth has ideally attended camp before and should be able to communicate effectively
4. Work with Committee Chairperson and Unit Leader to select an ideal date for summer camp promotion in Unit
 - a. Be sure to check all calendars affecting all members of the Unit and their families – choose ideal date!
5. Aim for the 'most attended' event families included!
 - a. Submit your requested Camp Promotion date to DWC
 - b. If from outside Daniel Webster Council, consider inviting neighboring Units to join at promo
 - c. With promotion request, list specific details / requests to help customize your promotion
6. Review process for collecting / copying / collating Annual Health & Medical Records as they are received
 - a. Encourage families to keep a copy of their health form before submitting it to your Unit
 - b. Prepare 2 three-ring binders w/ all forms alphabetically: 1 for the camp and 1 for the Unit

KEEP CAMP ON EVERYONE'S MIND – November through March

1. Finalize list of adults attending your week(s) of summer camp (remind them to reserve vacation time!)
2. Establish payment schedule for camp – remind of upcoming benchmarks and identify families in need
 - a. Work with Committee to identify local ways to raise money so all youth can attend camp
 - b. Submit "Campership" requests to Daniel Webster Council no later than April 15.
 - c. Utilize fundraisers to supplement Unit budget and camp support
3. Assist your Unit's Leadership promoting camp constantly – follow prompts from DWC to pace excitement



MAKING IT OFFICIAL – March through May

1. Submit \$100 deposits per camper before April 1 to receive cheapest fee to attend camp (and prepare!)
 - a. Deposits are non-refundable. All adjustments should be made at time of last payment.
2. Collect / Copy / Collate Annual Health & Medical forms... submit GSR copy to GSR no later than May 31.
3. Submit payment balances no later than May 14th to receive cheapest rates for camp

Attend Pre-Camp Program Planning Meeting w/ in-camp leadership 13 days before your Unit's week in camp

Role of the Unit Leader

As Scoutmaster / Advisor, you have a key role in your Troop / Crew while at camp. GSR's Camp Staff is eager to assist in executing your program and tending to your Unit's needs. Commissioners are available to guide and assist you, instructors to provide programs, food service staff help to make sure you are fed adequately and support staff to help make your stay an easy one. Listed below are the Unit Leader's duties for Summer Camp.

BEFORE CAMP

1. Work with Summer Camp Coordinator to select a youth GSR GUIDE for your Unit in the Fall.
2. Read Leaders' Guide thoroughly. Be aware of its content. Share and discuss regularly with your Senior Patrol Leader (SPL) or Crew President and supporting adult leaders.
3. Familiarize your Troop / Crew with the camp, its current offerings and policies.
4. Meet with your youth. Learn their desires for advancement; empower the SPL / President to solicit program interests (both new & old); guide all to make decisions which meet their age-appropriate needs.
5. Register your Leaders for SPL / President Overnight & Unit for Service Day on the first weekend of June.
6. Assist Summer Camp Coordinator in updating families about summer camp. Communicate all offerings.
- 7. Gather individual program choices from youth and submit to your Camp Coordinator by mid-May.**
- 8. Make certain Camp Coordinator submits paperwork to camp before May 31. Keep Unit copies.**
9. Assist with gathering Scout & Adult's medical forms. Submit to Camp Coordinator and make certain these are **delivered to camp by May 31.** Keep (and bring) a copy for your records.
- 10. Assist Camp Coordinator w/ payments to DWC office – or online – according to the payment schedule.**
11. Alert and discuss any food allergies/concerns with the Reservation Director / Food Service after June 10th.
12. Review Check In / Check Out Procedures with your youth's parents.
13. Finalize each youth's payment to the Unit's camp account. Make final financial adjustments with DWC office before your pre-camp program planning meeting thirteen days before your Unit's arrival.
14. Attend with your SPL / President the Pre-Camp Program Planning Meeting 13 days prior to arrival at camp (bring a 3rd person in car to adhere w/ YPT guidelines). Pay outstanding program 'up-charge' fees.



DURING CAMP

1. Primary youth/adult leaders (only) may arrive any time after dawn on arrival day. You may bring one vehicle (with trailer) to/from your campsite once, if desired. Trailers may remain on site for the week.
2. *Meet with Support Service Staff to reconcile your unit account, confirm roster and make reservations for next year's stay at one of our camps.* Pay all program 'up-charge' fees no later than your arrival day.
3. Frequently meet with your Commissioner who is your liaison for any site needs, equipment available and new program opportunities. Allow/invite your Commissioner to assist your Unit throughout the week.
4. Consult the Program Director with any program needs or questions.
5. Review with your SPL/President and Unit all the health, safety and sanitation requirements at camp, fireguard plan and chart, troop bulletin board, emergencies in camp, Trading Post and feeding procedures. Consult your Commissioner with any questions.
6. See that Scouts/Venturers are getting program advancement, Patrol/Troop/Crew activities, individual time and camp wide events at age-appropriate levels.
7. Comply with – and share with others – the instructions in this manual.
8. Empower the SPL/President to enact and utilize a Duty Roster for the week.
9. Attend Leader Meetings. Check with your Commissioner for times and locations. Explore ways to enhance your year-round program.
10. Visit your Program Director, Commissioner or Reservation Dir. for guidance or any other need.
11. Close your camp experience by following the Check-Out Procedures Sheet.
12. Subscribe to receive a camp evaluation/survey prior to leaving camp – or complete one before you leave.
13. Be sure all medications are picked up for your Unit before departure.
14. Be certain at least two adults remain in camp until all Scouts/Venturers have been picked up on Saturday.



BSA Membership Validation

Two registered adult leaders 21 years of age or over are required at all Scouting activities, including meetings. There must be a registered female adult leader 21 years of age or over in every unit serving females. A registered female adult leader 21 years of age or over must be present for any activity involving female youth. Notwithstanding the minimum leader requirements, age- and program-appropriate supervision must always be provided. All adults accompanying a Scouting unit who are present at the activity for 72 total hours or more must be registered as leaders.

Verification of registration:

1. All Daniel Webster Council units who attending a summer program at Griswold Scout Reservation or Camp Carpenter, will have their rosters reviewed prior to their arrival.
2. All Out-of-Council Units (those who are not registered with the Daniel Webster Council) must provide verification that their adults and Scouts are registered by their council prior to their arrival. Verification must be submitted at the pre-camp meeting or sooner.

Verification may include:

- An Official and current Charter Roster from the Council
- Roster of adults and youth from Scoutbook
- Roster of adults from www.my.scouting.org
- Copies of current Membership cards and YPT cards
- A letter on official Council letterhead from the Council Registrar, stating that all Scouts and Adults are registered. Must include the list of names of the youth and adults on the letter.

Verification may NOT include:

- Any report that is not an officially sanctioned by the Boy Scouts of America, such an excel file kept by a unit, any Troopmaster, PackMaster.

It is recommended that all Scouts and Adult submit any new or last-minute registrations to their council a minimum 2 weeks prior to the Pre-camp Meeting to ensure that they are properly registered. Any Scout who is not registered will be able to participate in the summer camp Program. Any Adult not registered or current with Youth Protection Training, will not be allowed on property.

Scouts, BSA

Griswold Scout Reservation is excited to welcome Scouts BSA Linked male Troops and female Troops. All youth who attend a Summer program at GSR must be a registered member of a troop. Crossover Webelos Scouts must be registered with their new troop before arrival of summer camp. Parents should check with their Scoutmaster for confirmation. We hope the following information will address anticipated questions or concerns.

Linked Troops

A linked troop is chartered by the same Charter Organization. All Linked Troops will be served as one individual unit. This means that a linked Troop will have one registration through DoubleKnot, one roster, and one payment. This decision was made with the hope of supporting the linked committee that would be responsible for registration, payment, etc. This would mean that a Linked Troop with 10 girls and 10 boys would need a minimum of 4 adults.



Adult Requirements for linked Troops

After conferring with the National Boy Scouts of America Program Department the following has policy has been established. All Linked Troops must provide a minimum of four registered adults over the age of 21 with one of those adults being a registered female leader.

Scouts BSA – G Troops

All Scouts BSA G Troops will be welcomed in the same way as any other Scouts BSA Troop at GSR as it pertains to registration, advancement, etc. G Troops will likely share campsites with other G Troops. All latrines and campsite accommodations have been adjusted to meet this need.

Adult Requirements

All G Troops will be required to provide minimum of two registered adults over the age of 21 with one of those adults being a registered female leader.

Camp Registration

The Daniel Webster Council is undergoing a consolidation of systems with the goal of better customer service and efficiency across our organization. The DoubleKnot registration system will be used for all camp advancement moving forward. The legacy system will be maintained for record keeping purposes however, all updates to badges or partials will be done through DoubleKnot

To Reserve a Campsite

Please follow the directions below for reserving a campsite.

- The 2021 Campsite Reservation Form reserves a spot for your Unit in camp
- This form does not guarantee your exact campsite (campsites are assigned at the two-week planning meeting)
- Most Units complete this form while in camp during the previous summer
- All Units should confirm their form is on file and their information is correct ASAP (ideally in September)
- The \$100 deposit is refundable and can be rolled over from the immediately previous summer
- The form will ask for an estimated number of Scouts / Venturers attending (male & female)
- The form will ask for an estimated number of older Scouts / Venturers participating in a Voyageur program
 - For those interested in attending as a crew/unit, please omit campsite selection
- The form will ask for two adult points of contact in the off-season; folks who will actually 'keep in touch'

CAMPSITE SELECTION

GSR will make every reasonable effort to honor a Unit's request for a given week and campsite. Units will be notified of their campsite at the Pre-Camp Program Planning Meeting two weeks prior to their arrival at camp. Part of the mission of GSR is to foster the best atmosphere for all Troops / Crews to experience Scouting in the out-of-doors and to ensure the health and safety of each Unit and the staff. GSR reserves the option to relocate Units according to the capacity of the campsite / camp and the size of the Unit in order to meet its overall mission and the health and safety of all its campers and staff. Units may request a change to an alternative week by contacting the DWC. Availability is on a first come, first served basis with priority given to DWC troops.

Registration Deadlines

The following deadlines will not change based on the system update. These will be maintained regardless of system implementation, please plan accordingly.

- April 1, 2021 - \$100 deposit per Scout is due to the Council Office.
 - Once payment has been received registration for badges will be available



- As you become aware of youth/adult commitments please update your roster accordingly
- Should you miss this deadline for any reason the early bird discount will not be applied.
- May 14, 2021 – Final payments due
 - Any adjustments may be made at camp upon arrival. Please keep in mind the \$100 deposit per youth is non-refundable.

Payments and Unit Paperwork

It is highly recommended that all copies of medical forms, paperwork, and physical payments be delivered to the Daniel Webster Service Center. Online payments are available for your convenience and support can be provided through the contact information listed below.

Daniel Webster Council Office

ATTN: Camping Department – Troop # Medical Forms/Paperwork

571 Holt Avenue, Manchester, NH 03109

If you are mailing be sure to pay for 1st class postage, and the tracking program. If you have questions email camping@NHscouting.org

Unit Accounts & Payments

It is expected that your Unit account be paid in full before your session in camp (including campership payments). This can be accomplished in 3 ways:

- Make payment in full through the online registration system (Unit incurs service fees).
- Make payment in full to the DWC office more than two weeks prior to your camp stay (no service fee).
- Final adjustments may be made at the Pre-Camp Meeting before the start of camp.

A representative from your unit who is familiar with the finances of your camp group must meet with the Support Services Staff to reconcile your account upon arrival at camp. All units must be reconciled upon arrival at camp.

[NOTE: future reservations, advancement records and leader recognition will be available only after this reconciliation. Units owing money due to damages and or lost camp equipment must make final payment by Saturday before departure. We suggest each Unit bring the necessary means to make necessary payments. Over-payments will be refunded through the Council Service Center.]

Medical Forms and Information

Please plan to have all medical forms submitted no later than May 31st for all adults and campers attending camp. All forms must be mailed to the DWC Service Center. Medical Forms will be delivered to the GSR Medical Officer weekly. Forms are not guaranteed to be delivered, if mailed to GSR directly.

[NOTE: Scouts / Venturers registering individually as Provisionals, CIT's, High Adventure participants, etc., must have their form to GSR no later than May 31st.]



Medical Form Requirements

- Every Scout **and** every Adult must submit a completed and current **BSA Annual Health & Medical Record** form in order to attend camp.
- Parts A, B & C of the form must be complete.
- A doctor's signature (accompanied by a date which is within 12 months – plus the remaining days of that same month) must be present. The doctor's signature affirms a physical examination has taken place within the past twelve months and all information contained upon the form is both valid and up to date.
- The BSA Annual Health and Medical Record is the only permitted form to be used for Boy Scout resident summer camp.
- Please work with your doctor to include all information within the BSA form and avoid using attachments.

[Note: Medical forms will not be returned to you at the end of your stay per NH law.]

MEDICATIONS

New Hampshire State Law and National Boy Scouts of America policy mandate all medications at a resident camp session lasting more than 72 hours (regardless of how long the individual stays) must be declared (both upon the individual's medical form and upon their arrival in camp). Per NH law, **all** medications must be given to the nurse upon arrival and secured by him / her (regardless of the participant's age / position). Emergency medications (or other medications approved by the nurse at check-in) are exceptions. In the case of an exception (granted only by the nurse), the nurse will make suitable arrangements with the individual on a case-by-case basis.

Only legal medications are allowed. Legal medications are medications in their original containers with a doctor name, patient name, administration instructions, dosage and date on the pharmacy label (or accompanied by a doctor's note with this information on his/her stationery). Only send the number of pills needed. There should be specific times listed for dispensation of each medication, as well (i.e.: please define 'twice daily' etc.). If any changes occur to the information provided on the pharmacy-labeled container (or doctor's note), another updated doctor's note must be included which describes and approves such.

Only medications described and included on the medical form will be allowed. Parental 'permissions' do not replace, supplant or alter doctor's written orders on medical forms. A note from the doctor must clarify or clearly indicate when medications are only taken on an 'as needed' basis (i.e.: the nurse, parent or Reservation staff may never change the orders issued from a doctor on a medical form). New medications prescribed after the medical form was completed must be accompanied by a current doctor's note indicating the information above, etc.

The camp provides basic over-the-counter medications. Special over-the-counter medications (i.e.: specific brands) will be permitted only with a note from the doctor authorizing such. All medications will be self-administered in the presence of medical personnel. Unit Leaders will accompany Scouts/Venturers at the times of medication distribution for ID purposes.

VACCINATIONS

All camp participants and leaders must present proof of up to date vaccinations for Measles, Mumps, Rubella (MMR) and Tetanus, Diphtheria and Pertussis (Tdap). There will only be one exception, which is for those who are medically unable to complete the vaccination. Accommodations will be made for those scouts, but it may preclude participation in some activities and necessitate alternative accommodations during their stay with Daniel Webster Council. Refusal of vaccination for any rationale other than medical reasons cannot be accommodated. **Documented medical reasons for not having these vaccinations must be presented with a note from your Scout's medical provider no later than two weeks prior to arrival at camp.** (This is in addition the scout health form). It must have an actual signature from a licensed medical doctor.



INSURANCE

The Daniel Webster Council insures each of its registered Scouts and Leaders for accidents, sickness or injury that may occur during their stay at camp. This insurance coverage is secondary coverage only, meaning it will only cover those expenses that are not recoverable under any other policy. **Out of Council participants MUST PROVIDE written evidence of their insurance coverage through their membership with a BSA Council.**

EPI-PEN & INHALER PERMISSION FORM

The State of New Hampshire requires resident camp participants under the age of eighteen who carry epi-pens and/or inhalers to submit a permission form. This form should be submitted no later than May 31st.

nhscouting.org under the camping forms tab for a copy of this form.

REVIEWING MEDICAL FORMS

KEY CHECKLIST FOR REVIEWING MEDICAL PAPERWORK

1. Is there a parent signature with date on the form (this grants participation and permission to treat)?
2. Is there a Doctor's signature with date on the form (dated within the past 12 months of your stay)?
3. If the Doctor used an electronic signature, did someone from his/her office manually sign to verify it?
4. If there have been any changes since the form was completed, have they been properly recorded?
5. Did you keep a copy for your records, and send a backup copy to go with the Troop/Crew to camp? [NOTE: The State of NH requires us to retain/keep your medical records for at least ten years.]
6. Did you send (and label) a 'new' copy of the form for each program the participant will be involved?
7. Does the form indicate the Scout's home Troop/Crew and Council (plus program / week at camp)?
8. Is the form written in ink and completely legible (especially after being copied)?
9. Does the form list all allergies (especially dietary allergies)?
10. If the participant has food allergies, please contact the Food Service or Camp Director after June 10th.

HIGHLY RECOMMENDED: MEDICATION DISPENSATION CLARITY

Make certain – in advance – that actual medication and treatment practices from home are exactly what is listed on the medical form signed by the doctor. Parental interpretations, permissions or practices – from home – are not permissible by State Law at camp if those practices are not listed by a doctor on the medical form. To be clear: our medical staff is legally bound to follow what is strictly written by the doctor on the medical form; not what the parent instructs whether in verbal or written form.

HIGHLY RECOMMENDED: MEDICATION ADMINISTRATION RECORD

To help speed up Sunday check-in for everybody, please use our MEDICAL ADMINISTRATION RECORD form legibly filled out in ink for each participant who will be administered medications (regardless of age). Please only fill out the top section legibly (the medical staff will complete the rest of it at check-in). This form is given to the health staff during your check-in tour at the same time as the participant's medication(s). Be sure the name on the Medical Administration Record is written exactly as it appears on the Medical Form (no nicknames).

HIGHLY RECOMMENDED: ADULT RESPONSIBILITIES WITH HEALTH MATTERS



Units should assign one adult to be extremely familiar with all medical matters within the Unit and to handle all medical questions at check-in. Non-attending parents are not permitted to visit with the nurse on check-in day. Parents of Scouts with unique circumstances should contact the nurse prior to check-in day to resolve matters.

NOTE FOR CAMPERS INVOLVED IN MULTIPLE WEEKS OF PROGRAM:

If a camper is participating in multiple weeks of program on the Reservation, we highly recommend he/she submit a new copy of his//her medical form for each week he/she is attending. Please do not request to have his/her form pulled from earlier week's files as that corrupts the archives and creates unnecessary expenditure of time and energy.

REMINDER: WE CANNOT COPY OR RELEASE FORMS!

New Hampshire State law prohibits the release of medical forms at the conclusion of your programs. As such, the Daniel Webster Council and Griswold Scout Reservation cannot return nor make copies of medical forms for you at the end of your week. Please make – and keep – copies of your forms prior to submitting them to GSR. Thank you!

HOW MEDICATIONS ARE CHECKED-IN ON ARRIVAL DAY

If you are arriving with your Unit from home	If you are participating as an Individual
Submit your medical form to camp before May 31 st . By turning your form in early, our medical Staff can pre-screen your form and learn what should be arriving with you on arrival day.	Submit your medical form to camp before May 31 st . By turning your form in early, our medical Staff can pre-screen your form and learn what should be bringing with you on arrival day.
Bring an extra copy of your med form with you.	Bring an extra copy of your med form with you.
Keep all medications in original pharmacy containers. Only bring enough meds which are needed for the week. Every container should list your full name.	Place all medications in original pharmacy containers. Only bring enough meds which are needed for the week. Every container should list your full name.
Place all meds into a large, clear, zip-loc bag. Be sure the outside of the bag lists your Full Name, Unit Number and Week Number in permanent marker.	Place all meds into a large, clear, zip-loc bag. Be sure the outside of the bag lists your Full Name, Unit Number, Week Number & Program you are participating in.
Place a Medication Administration Record (MAR) form in the bag with your meds.	Place a Medication Administration Record (MAR) form in the bag with your meds.
If you carry an inhaler or an epi-pen, include a 'permission / declaration' form in the bag (any age). NOTE: This form must be signed by a parent for any person under the age of eighteen. (Remember: you should bring two of these items... one which the nurse will let you keep on your person and one which we keep with the GSR Medical Staff).	If you carry an inhaler or an epi-pen, include a 'permission / declaration' form in the bag (any age). NOTE: This form must be signed by a parent for any person under the age of eighteen. (Remember: you should bring two of these items... one which the nurse will let you keep on your person and one which we keep with the GSR Medical Staff).
Place a doctor's note in the bag with any changes from what is listed on your medical form.	Place a doctor's note in the bag with any changes from what is listed on your medical form.
Upon arrival to the camp property, give the entire bag to your Unit leader. DO NOT plan to meet with the GSR medical staff on your own.	Upon arrival to the camp property, give the entire bag to the GSR registration staff. Do not attempt to meet with the GSR medical staff on your own.



One Unit adult gathers all bags from everyone in your Unit – adults included – who have meds. That ONE adult needs to make sure all the points listed above are correct BEFORE proceeding to the next step or before coming to the GSR Medical Staff.	Once you meet your primary Staff leader for the week, be sure to inform him / her of your medication needs and times. In that conversation, create a timeline and plan for receiving your first required medications.
Once ready, this ONE adult – nobody else – brings all your Unit’s individual medication bags to the medical / registration Staff at Carter Lodge if during regular arrival time. (If arriving at a different time, ask the Administration Building Staff how to handle this).	www.nhscouting.org Click on Camping tab to find the forms referenced.
<p style="text-align: center;"><u>REMEMBER:</u></p> <p style="text-align: center;">Per New Hampshire State Law and Boy Scouts of America National policy...</p> <p style="text-align: center;"><i><u>All</u> medications must be declared & turned in upon arrival to a resident camp regardless of how long the individual will be staying on the property.</i></p> <p style="text-align: center;"><i>This law – and this policy – applies to <u>all</u> adult leaders, camp staff and youth campers, equally.</i></p>	

Section II: Policies and Procedures

TELEPHONE & MESSAGES

If we receive an incoming call at the Administration Building, a message will be placed in your Unit’s mailbox. In the case of emergency, the message will be hand delivered. The main camp lines are for emergency or business use. **Please discourage your Scout’s parents from the need for updates.** “No news is good news” works best! Please help us preserve the ‘total immersion experience’ by eliminating the need for contact with family members while in camp. Emergency Phones:

- **Hidden Valley: 603-364-2900**
- **Camp Bell: 603-524-0436**



Other phones are available for adult leaders to make outgoing calls. These phones are for calling card (cards available in Trading Post), credit card or collect calling only. Campers may only use the phone under extreme circumstances when in the presence of a Unit Leader, only. Phone locations:

- Hidden Valley – Carter Lodge
- Camp Bell – Main Lodge ‘Big Room’

WIRELESS / CELL PHONES

Cell phone usage is limited to adults-only at GSR. Cell phones may never be used in sight/sound of youth under the age of 18. Cell reception at GSR is very poor, and thus, we discourage use of cell phones completely. Consult the Reservation Director for further information or questions.

WIFI FOR ADULT LEADERS

Adult Leaders will find Wi-Fi available in various locations around camp. Leaders are responsible for providing their own computer/device to access the Wi-Fi service. Similar to the cell phone and smoking policies, Wi-Fi usage is not for Scout usage. When possible, please use the internet in a way which will least interfere / distract other activities.

PROHIBITED ITEMS, INCLUDE...

- Alcohol possession (internal or external)
- Firearms, weapons or un-Scout-like devices
- Fireworks, loud noisemakers, canons, etc.
- Drugs / Medications (not from Camp Nurse)
- Unauthorized generators
- Unauthorized vehicles of any kind
- Unauthorized bikes (or bikes w/o safety gear)
- Firewood not collected or provided at camp
- Chainsaws
- Un-Scout-like logos, slogans, designs, etc.
- Pets of any kind
- Open-Toed Footwear
- Obscene & Questionable material/Photographs. This includes anything viewed on a personal electronic device.

DWC KNIFE POLICY

Knives may be used around camp, as warranted. Proper axe-yards and Totin’ Chip rules should be followed. Proper use and care will be regulated by the unit leadership; however, the Camp Staff has the right and responsibility to intervene should they witness any unsafe or prohibited actions.

STOVES, LANTERNS & FUELS

Due to the potential danger involving storage of fuels used in camping lanterns/stoves, you must make arrangements with your Commissioner to store fuels in a safe place. Heat-producing lanterns may not be hung in tents. Fuel of any kind must be declared to the commissioners. Both lanterns and stoves must be used under adult supervision. Please: **NO FLAMES IN TENTS.**

WILD ANIMALS AT GSR



Griswold Scout Reservation is a wilderness area that is the home of many wild animals from chipmunks to fisher cats to black bears. To maintain safety for all, we mandate all campers/leaders observe these guidelines:

- No food in tents at any time
- Please use the 'raccoon barrel' for storage of food items
- Be careful of smellables such as deodorants and soaps
- Never feed animals or leave food for them
- Any abnormally acting animal should be reported to the Administration Building immediately.
- Keep away from such animals regardless of its size.

FIREWOOD

No firewood may be brought onto GSR property from off site. Help control invasive species.

HEALTH & SAFETY

Our Commissioner Staff will provide training and supplies for the purposes of keeping your campsite and shared camp facilities (e.g.: shower houses, etc.) clean. Also, each campsite will be monitored daily for health & safety trends and upkeep.

TRASH CANS & PICKUP

HELP KEEP OUR CAMP CLEAN. A trash can is provided by each campsite sign. Please leave it by the road so it can be emptied. This will also keep animals from coming into your campsite. Trash is picked up after dinner each day. Trash cans are also located throughout camp.

SHOWER HOUSES

Two shower facilities are available in camp:

- Hidden Valley South Shower near Campsite Saco
- Hidden Valley North Shower near Campsite Buley

Please be good to our Shower Houses. Always leave things "better than you found it." In addition to each person doing their part, a duty roster will be issued in camp assigning Units their turn to clean shower houses and other central facilities (e.g.: Visitor's and Dining Hall bathrooms and Shooting Sports latrine, etc.). A Scout is clean! Do your best!

FOOTWEAR

Bare feet are only allowed in your tent, the shower and at one of the waterfronts. Everywhere else: **YOU MUST WEAR CLOSED-TOED SHOES!**

This includes walking from Main Waterfront across the parking lot to Visitor's Bathroom!

SMOKING

Per New Hampshire State law and BSA National Policy, smoking is reserved for adults age 18 and older, only. Smoking may never be within sight, smell or knowledge of an under-18-year-old. This includes e-cigarettes and vaping, as well. Designated smoking areas will be assigned in camp. Smoking may never take place in a building or tent.

CAMPERS WITH DISABILITIES



Any special accommodation request must be made in writing by May 31st. GSR will do its best to assist but can make no guarantees.

ARE YOU & YOUR SCOUTS IN SHAPE?

GSR is a physically demanding Reservation. Each day's program demands extensive walking over very, very hilly terrain. You will be required to pack gear to your campsite. We do not provide or encourage any alternative means of getting around camp other than by foot. Any exception to this policy must be discussed and authorized by the Reservation Director in writing by May 31st.

LOST & FOUND

PLEASE LABEL ALL OF YOUR GEAR WITH NAME AND TROOP NUMBER. The camp is not responsible for lost or stolen items. During the summer, GSR collects clothing items at the Main Waterfront, and valuable items at the Administration Building. When the summer ends, items are donated or disposed of immediately.

MOSQUITO NETTING

For those who use netting, please do not use dowels or sticks to hang your net. Bring along a role of kite string and a Commissioner will show you a far better – and more Scout friendly – way to do it!

BUDDY SYSTEM

We always use the Buddy System at GSR. This is a great chance to make new friends and stay safe, too!

FISHING LICENSES

All bodies of water at GSR are subject to New Hampshire rules and laws regulating fishing. Anyone wishing to fish who is 16 years of age and older is required to possess a NH Fishing License. Licenses are NOT available at camp. It is the angler's responsibility to understand and adhere to all applicable NH fish and game laws.

PROMOTIONAL PHOTOS

We are always taking photos and film throughout the summer season for camp promotional purposes. If you or any members of your unit have objections or privacy concerns, please make sure to indicate this on the Medical forms consent page (part A) and notify the Reservation Director so we can honor your/their wishes. Also, if your Troop is willing to share any pictures it takes, we would love to have a copy of them! We're always looking for pictures that capture our Staff in action...or to add to our promotional materials! Thank you!

DAMAGE, GRAFFITI & VANDALISM

In case of damage notify the Reservation Director immediately. There is to be no defacement or unauthorized alteration of buildings, picnic tables, tents, trees or any other structures and equipment in camp. For Example, the replacement cost for just a canvas tent could be as high as \$600. Such vandalism will be charged as needed to the unit(s) involved and must be paid before departure.

COMMISSIONER SERVICE

Your camp commissioner is your 'host' and link to information at camp. Use him/her to seek advice, and assistance while at camp. Each camp has a schedule of daily meetings with the camp leadership. Please offer suggestions, ask questions and seek advice. Our goal is to help you deliver the pinnacle Scout outdoor program to your Unit!!!

QUARTERMASTER STORE & SUPPLIES



The Commissioner Service will provide you a list of items available at the Quartermaster Store located beside Carter. Toilet paper may also be obtained from your Commissioner or the Dining Hall Director. Other cleaning supplies, American flags, brooms, axes, saws, service project tools, Dutch ovens etc. are available from your Commissioner. All unused supplies and loaned equipment must be returned by Friday. Please also see the Unit Packing List for suggested items to bring from home. Find a Commissioner before/after every meal, before/after every adult or SPL meeting or by having the Administration Building call him on his/her radio!

UNIT PHOTOS

A Unit Picture is available to your Troop/Crew. This is an optional choice for your Unit. The order form will be made available to each Troop at the Pre-Camp Program Planning Meeting. Payment is due at the time of the photo. The photo is an 8 x 10 color print in a grey, cardboard frame. The cost is \$10.00 per picture. Methods of payment include cash, check or one credit card per Troop. Units will receive their photos before leaving camp.

UNIT & PATROL FLAGS

Don't forget to bring your Unit flag to camp! Your Troop/Crew will assemble behind your Unit flag daily on the parade field. And, don't forget your Patrol Flags! Always use the Patrol Method!

CAMPER DEPARTURE OR DISMISSAL

The Camp Director must be notified ASAP whenever a camper leaves camp – for any reason – before the end of the week. Please be sure to notify at least 24 hours, so the camp may gather advancement paperwork for early departures.

PARKING & VEHICLES IN CAMP

Carpooling is highly encouraged! All vehicles must remain on main roads and park in designated areas. Do not block or park alongside roadways. The speed limit on camp roads is 15mph. Campers under age 18 need written permission from parents to have a vehicle in camp.

QUIET HOURS & BEDTIME

A Scout is Courteous. Quiet hours are from 10:00pm – 7:00am. Taps is at 10:00pm each evening Reservation-wide. These hours are in effect both in main camp and in the backcountry. There should be no loud noises or other noisy events to disturb others. All scouts should remain in the campsite until reveille. All is quiet. Leaders are responsible for their units conduct. If your Troop plays Reveille or Taps, it must be sounded at 7am and 10pm, respectively, with no variance.

MULTI-CAMP PROGRAMS & TRANSPORT

Unless part of a published and prepared, shared program at the Reservation, camper involvements are restricted to within the camp they are registered to attend. Reminder: the "Bell Highway" (Griswold Ln.) is for vehicle use only, not hikers (safety first)!

Emergency Preparedness

The Camp Staff has undergone extensive training to prepare for any emergency that might arise in camp. The camp has emergency phone numbers posted near all phones; radio communication throughout the reservation; a written agreement with the local rescue squad and the local hospital; fire equipment and first aid materials and a working



relationship with the local Police, Fire and Sheriff Departments. If you have any questions on procedures, ASK. **During an emergency, your responsibility is for YOUR Troop / Crew.** Let the camp staff handle the emergency.

Note: Please instruct your families before arriving...

In the event of a major camp incident during your week, please discourage people from calling the camp.

Those directly involved will be cared for and their families will be notified immediately.

All Unit Leaders will quickly be informed and can communicate with families via your Unit's planned method.

A new texting service will be available to Unit leaders starting in 2019.

EMERGENCY SIRENS / SIGNALS

GATHERING ALARM: When you hear a swooping siren, report to:

- Hidden Valley: Carter Lodge
- Camp Bell: Lower Parade Field

NON-GATHERING ALARM: When you hear single repeating tones, report to the nearest Program Area. *Note: In the event another method of alarm is used to notify you, follow the directions of the Camp Staff.*

ALL CLEAR: Three long and distinctive blasts of the siren. Return to regular camp operations.

Emergency Procedures

EARTHQUAKE

1. First check your surroundings for dangerous situations.
2. Avoid hazards such as falling debris, fallen utility lines or cracked water/gas pipes
3. Proceed immediately to an open area free of hazards; Vacate buildings; Stay away from glass windows/doors. If you must remain in a building, proceed to a reinforced area.
4. Following earthquake, Troops assemble as directed; Take attendance; Send leader to staff member with a two-way radio, report troop status; further instructions will follow.

FIRE or FLOOD



1. Mobilize troop to a safe area. Send someone to the Camp Office and report the location of the fire or flood.
2. In the event of fire, no Units are to fight the fire in any way. In the event of flood, always keep safe and together.
3. Res. Director, Camp Director and Rangers will spearhead operations. Evacuation, if required, will be led by local authorities.

ACTIVE SHOOTER OR THREAT TO SAFETY

1. Notify Administration Building immediately (use radio or phone, as needed). Give all known facts clearly and carefully.
2. If in the vicinity of the threat: RUN – HIDE – FIGHT. Review BSA and DHS training aids for more information.
3. Law Enforcement, Res. Director, Camp Director and Rangers will spearhead operations. Be patient; event could last a while.

LOST BATHER OR BOATER

1. Upon signal, report as called and check attendance.
2. Send a junior leader to a staff member and report attendance.
3. Remain as directed until all clear is given.

LOST PERSON

1. Report situation to Camp Office at once.
2. Res. Director, Camp Director and Rangers will spearhead operations.

PERSONAL ACCIDENT

1. Give immediate first aid.
2. Report accident to the Camp Office.
3. Health Officer will administer further first aid and/or make contacts for needed assistance.

SEVERE WEATHER / STORM

1. Check the daily weather report in Camp Office, from Commissioners or at meals.
2. Commissioners will alert unit leaders to impending weather conditions and procedures to follow.
3. Whenever a severe storm occurs, everyone in camp should move into the closest secure building: [e.g.: Gilbert Dining Hall, Carter Lodge, STEM Pavilion, Shower Houses, Latrines]
4. Avoid wide-open areas (e.g.: parking lots, parade fields, etc.) in an electrical or windy storm and avoid ground contact.

Limitations due to Extreme Weather

Always notify the Camp Staff if you wish to cancel an activity. We will help create a safe alternative for you. At least let us know where you are. If your Troop does not show up, we are uncertain of your whereabouts and unable to know if you are in need.

1. **Aquatics:** All waterfront activities will be suspended under the direction of the waterfront director or his/she designate at the signs of impending thunder and lightning storms. All campers, volunteers and staff will leave the waterfront safely under the direction of the staff. The director will open aquatic program activities when deemed safe.
2. **Boating, sailing and kayaking:** All boating, sailing and kayaking activities will be suspended under the discretion of the waterfront director or staff leader in charge due to pending lighting storms, unsafe winds and waves.



Campers and volunteers will follow the directions of the staff member in charge to bring boats ashore. Program will reopen when the staff leader feels conditions are safe.

3. **COPE and Climbing Tower:** At the direction of the COPE director the climbing tower and high and low elements will be evacuated pending severe electrical and lightning storm. Participants will follow the direction of the staff in charge. Program will reopen when deemed safe by the staff member in charge.
4. **Swamp Canoe Trips:** see #2 above.
5. **Hiking and outpost camping:** Weather conditions will be checked prior to starting the trip. Seek shelter from high points during electrical and lightning storms. Be aware of dangerous dead trees and branches during high wind alerts when picking campsites.
6. **Horseback Riding:** Follow the direction of the lead staff person during high wind and / or electrical and lightning storms. Dismount horses and follow the directions of the staff for care of the horses. Rides will be suspended by the staff leader if weather conditions will not allow a safe journey. Program will reopen at the staff person's judgment – in consult with administration – that conditions are safe.

OTHER HAZARDOUS WEATHER CONDITIONS

Special consideration must be given to atmospheric conditions that may affect campers and staff. You will be alerted to any changes in schedule and program when the following conditions exist:

1. Extreme temperatures or high humidity.
 - a. Strenuous activities will be suspended and extra time at the waterfront will be made available.
2. Smog alert
 - a. Those with breathing difficulties will be advised to subdue their activity levels.
3. Severe weather warnings:
 - a. Administration staff will monitor weather warnings. Commissioner staff will advise leaders.
 - b. Remain out of 'open areas' during electrical storms.

POWER LINES DOWN

If you discover electrical wires on the ground:

1. Keep all people at least 50 feet from the wire. Follow protocol for a serious accident.
2. Call or send two runners to the Administration Building to report the incident and location.
3. Do not touch the wires with or without assistance from another object.
4. If injury has resulted, do not move the person until the wire can be safely moved away from the person.

CHEMICAL OR UNKNOWN SUBSTANCE LEAK OR SPILL

Many chemicals and related materials can be found almost anywhere, especially in a remote area where people can illegally dump these materials, or where containers can bounce from a vehicle. Regulated materials can be carcinogenic, toxic, oxidizers, flammables and corrosives. Care should be taken when confronted with any unknown material, and they should be taken very seriously. Typical hazard areas at Scout camp could include but not limited to kitchens, roadways, and parking lots. If you discover an unknown substance (leak, spill or container), gasoline leaking from a vehicle, the odor of LP gas leaking from a tank:

1. Clear the area for at least 100ft in all directions, moving people to the leeward side of the material. Keep all people away!



2. Send to runners to advise the Camp Administration
3. The camp Administration will alert the Reservation Director, Ranger staff and local emergency response personnel, and will handle the incident. Follow their instructions.

If you discover gas leaking from a pressurized cylinder:

1. Clear the area for at least 1000 feet, evacuating any adjacent structures.
2. Send two runners to alert the office for the LP gas leak.
3. Assure that the area remains clear until help arrives.

The office will alert the Reservation Director, Ranger staff and emergency response personnel

Encounters with Wildlife

Griswold Scout Reservation covers roughly 3500+ acres and offers a wide range of exciting adventures including the opportunity to observe many types of birds, fish and wildlife. Throughout camp you will see numerous animals especially squirrels, chipmunks and common birds. Undoubtedly the opportunity to observe a raccoon, turkey, deer, moose, bear, or great blue heron will provide lifetime memories.

Animals often will be an exciting part of your adventures. Seeing them in their natural habitat is always a pleasure, but it is wise to remember that they are the permanent residents of the camp while you are the visitor. Treat them with respect, give them enough space so they will not feel threatened by your presence, and they will seldom present a threat to your safety. When an animal feels frightened, threatened, or trapped, it may fight for its life by attacking, scratching, and biting. In the event you are injured, seek help quickly as a doctor can best determine whether treatments will be necessary.



Avoidance of most wildlife can be summed up in one word: FOOD. If an animal doesn't find abundant food (or anything which, to them, smells curious like food does), it will move on. Most conflicts between people and wildlife are linked to careless handling of food or garbage. Learn to live responsibly with wildlife...in a way which also safeguards those around you now and tomorrow.

Young wildlife sometimes will stray from their parents and appear to be lost or abandoned. In most cases, however, the parents know where the youngster is. Taking in apparently lost or abandoned young usually does more harm than good. Wild animals are best left in the wild. If the animal is sick or injured, notify the camp ranger.

General Wildlife & Habitat Stewardship

- Hike on designated trails only
- Keep a clean campsite
- Keep food and items with scent out of your tent
- Never approach or follow wild animals
- Avoid aggressive behavior:
 - Walking directly towards an animal
 - Following an animal that has chosen to leave
 - Circling or standing around an animal
- Do not feed wild animals
- Don't mistake a passive animal as a sign of safety
- Never tease or attempt to pick up wildlife
- Leave young animals alone; a protective mother is usually nearby
- Stay away from dead animals
- Notify the Camp Rangers, Camp Directors or Reservation Director of any animals acting strangely

Wild animals and insects can also transmit diseases. If anyone in the unit is bitten by an animal or has a suspicious bug bite. Please go the nurse as soon as possible.

FOR ADDITIONAL INFORMATION OR ASSISTANCE CONTACT YOUR RESERVATION DIRECTOR OR CAMP RANGER.

Section III: Health and Safety

HOMESICKNESS ("revicitis")

Studies have shown that as many as 83% of campers between the ages of 8 and 16 will become homesick during some point of their stay at camp. Homesickness can take many forms and includes (but isn't limited to) headaches or sore throats, not eating, or crying. It is important for adult leaders to *Be Prepared* for the possibility of one of their scouts becoming homesick. (It is also important to remember the 'homesick parent' syndrome... most often seen with 1st Year campers away from home for the first time. Don't let the parent get clingy!)

The parents and Unit Leader can *and should* prevent most homesickness problems BEFORE arriving in camp. Camp is an immersion experience designed to build self-reliance...not to be feared or given 'opt-out' strategies.



Before Camp:

- Have parents read – carefully – the section on Homesickness in the GSR Parent Guidebook. Seriously!!!
- First and Second year scouts are the most likely to become homesick during the week. Try to include them on at least two or three weekend camping trips before coming to camp. Not only does this provide scouts with the valuable experience of being away from home and camping, but it also allows them to get to know those in their troop better.
- Provide time during meetings for scouts to discuss what camp is like with peers and troops leaders. Encourage parents to calmly reassure their son, and to discuss camp with them ahead of time. Remind parents not to offer sentiments like “honey, if you don’t like camp, you can always call us, and we’ll come get you.” **Educate all parents (especially) and youth that calling home from camp will not happen.**

During Camp: *If scouts become homesick during the week*

- First and foremost, we are always happy to help with homesick Scouts, but we will not interfere until a Unit Leader asks us. **FEEL FREE TO ASK! There are many trained staff that deal with homesickness from week to week who are glad to help. Be patient!**
- Separate homesick campers! Homesickness is contagious! Scouts can feed off each other’s misery. For this reason, keeping homesick scouts separate from other homesick scouts is important! At the same time, it is important to make sure that homesick scouts have friends around them who can help keep their minds off being upset.
- Try to discover exactly what is bothering your scout. Children can get homesick for various reasons including missing their parents, not liking the food, being picked on, not sleeping well, etc. Once you discover exactly what is bothering your scout you can work to fix it! The solution most often does NOT involve ‘giving them what they want.’ Consult the camp staff for assistance/advice.
- Slow times can be the toughest for homesick campers. They tend to focus on being homesick and this can make it worse. Try to keep your scouts busy or focused on other things throughout the day. Set goals for activities later that day/night or in the subsequent days to come.
- Don’t make promises that you can’t, won’t or shouldn’t keep! This will only compound the problem. Don’t offer bribes to scouts for staying in camp, this sends the wrong message to children. The real reward should be the pride and confidence of surviving the week. Also **please consult the staff BEFORE using the phone for any homesick “emergency!”**
- Be sure not to berate or tease Scouts for feeling homesick. These are legitimate emotions and must be respected as such!
- In most cases, Tuesday and Wednesday are the most ‘homesick-prone’ days at camp for a young Scout. Be sure to keep them active and looking forward to the many activities yet to come.

Youth Protection

Youth Protection Training is required to be current for all adults present at any Scout activity. No exceptions. Youth Protection Training is required to be current for all youth present at any Scout activity. Written proof is necessary. Griswold Scout Reservation holds each Unit responsible for only allowing currently certified people to participate in activities.

The following policies have been adopted by the Boy Scouts of America to provide security for the youth in our program. In addition, they serve to protect adult leadership from situations in which they are vulnerable to allegations of abuse.

1. **Two-Deep Leadership**



- a. No 18+ adult (regardless of gender) may ever be alone with one youth 18- (regardless of gender) unless 'suitable conditions apply.' A 'checks-and-balances' must exist for 'grey area' scenarios (e.g.: SM Conferences, etc.).
2. **No one-to-one Contact**
 - a. No adult may ever contact a youth unless part of an above-board, monitored program (including digital media). All activities must be explained clearly, properly administered and evaluated for having complied with YPT.
3. **Age Appropriate Programs & Separate Accommodations**
 - a. All bathing, showering, sleeping and changing must be separate between those over/under 18 and by gender. Youth should only tent with others who are within two years of their own.
4. **Buddy System**
 - a. Buddies should be within two years of each other and be comfortable with the selection of the buddy.
5. **Privacy**
 - a. Each member (adult & youth) is entitled to their privacy. No intrusions are allowed without permission.
6. **Inappropriate Use of Cameras, Imaging or Digital Devices Prohibited**
 - a. Use of these devices is restricted to 'above-board' activities and locations regardless of age or gender.
7. **No Secret Organizations**
 - a. All BSA activities are mandated to follow Adult Association and Guide to Safe Scouting parameters.
8. **Youth Leadership Monitored by Adult Leaders**
 - a. Adults will always monitor and guide youth leadership techniques to be certain BSA policies are followed.
9. **Proper Discipline**
 - a. As part of positive character development, all discipline in Scouting must serve as a teachable moment. At no time is discipline administered on the premise that the person will "learn their lesson the hard way."
10. **Proper Clothing & Equipment**
 - a. Skinny-dipping, flashing and streaking are prohibited.
 - b. All clothing must meet *Guide to Safe Scouting* parameters and be free of un-Scout like logos, slogans, etc.
 - c. All equipment must satisfy *Guide to Safe Scouting* parameters and be checked frequently.
11. **No Hazing**
 - a. Physical initiations and hazing actions are never permitted at any Scout activity.
12. **No Bullying**
 - a. Verbal, physical or cyber-bullying are prohibited in Scouting.
13. **Each member must have Responsibility**
 - a. Each youth and adult agree to zero tolerance for abuse in the program and to report suspected cases of abuse.

Reporting Violations of Youth Protection

If you have reason to believe any of the BSA's Youth Protection policies, including those described within Scouting's Barriers to Abuse have been violated and that a youth was put at risk you must notify the Scouts First Helpline, Make a report, notify the Reservation Director, and notify the local Scout Executive so that he/she may take appropriate action for the safety of our Scouts. Discuss allegations or reports of abuse only with proper authorities, the Scout Executive, and the Scouts First Helpline. This will help prevent rumors, speculation, and misinformation from being disseminated.

Scouts First Helpline – 1-844-SCOUTS1 or 1-844-726-8871

Preventing Unauthorized Intruders

Camp Staff and volunteer leaders play a primary role in preventing the intrusion of unauthorized volunteers or guests at camp. The following procedures will be implemented at camp to prevent intrusions of unauthorized visitors from escalating to youth protection issues.



1. All Leaders and campers are instructed to wear the identification wristband (or identification card) supplied to them upon arrival. Camp Staff are identified with appropriate staff uniform.
2. Leaders will be instructed to “check in” at their campsites throughout the day. All troops will be encouraged to have a leader remain in the campsite whenever possible.
3. All “mobile” staff members (Commissioners, Rangers, etc.) will be trained to watch for unauthorized visitors while traveling throughout camp.
4. The buddy system will be emphasized to all Scouts and leaders during welcoming announcements on Sunday night and at the Sunday morning leader meeting. All staff members are instructed to question Scouts who are traveling in camp without a buddy and instruct them to return to wherever an appropriate buddy can be located.
5. Camp taps is at 10:00pm nightly. After taps, camp management will tour the camp looking for anything out of the ordinary.

The following procedures will be shared with staff during staff training, with leaders at Sunday roundtables, and with Senior Patrol Leaders at the first SPL meeting:

1. All visitors must report to the camp office to sign in and out. The Camp Director monitors this book.
2. If an unauthorized visitor is suspected, notify the nearest program area or volunteer leader. All program area directors are aware of the best communication methods available. The program area director should report the suspected intrusion to the camp office. The program area director should remain available to provide more information. Do not allow the suspected intruder to roam free without supervision / monitoring.
3. The Camp Director will proceed to the area with another adult member of the camp staff to question the suspected intruder.
4. If the suspected intruder flees, the Management Staff will determine the best course of action moving forward.
5. Program areas should continue as usual unless the Camp Director determines the situation warrants a return of all Scouts and leaders to their campsites. If so, the camp will implement the Lost Camper Emergency procedures.
6. The Scout Executive will be notified. An assessment of the situation is made and, if warranted, the local law enforcement agency is notified.

Training for Scouts:

1. Always use the Buddy System.
2. If you suspect an intruder in camp, notify your leader or a staff member.
3. Do not confront or talk with a suspected intruder.

Food Service & Dining Hall Procedures

We are very proud of the food service at GSR, and we will do our best to accommodate any pack-out meal requests. If your Troop / Crew would like a meal in the backcountry, or a meal at the campsite, simply submit a pack-out meal request form no later than your two-week pre-camp program planning meeting. We will not be able to accommodate your needs after that time.

FOOD ALLERGIES

Griswold Scout Reservation and Café Services work collaboratively to provide quality food service in all Daniel Webster Council camps. Many special diets can be assisted or handled by Café Services (especially with advanced notice). Occasionally, the camper will need to supply their own food and GSR will store these items for you.

Any member within your Unit with a dietary restriction / matter should plan to meet the Chef face-to-face during your Sunday Dining Hall orientation. Notify the Dining Hall Director of the need for this meeting upon arrival.



We are committed to doing our best for each camper who comes to Griswold Scout Reservation. We are quite familiar with most common food allergies already! Any questions should be directed to the Food Service Director after June 10th (but two weeks prior to the date of arrival) by calling: **603-872-2019** (Prior to June 10th, notify the Reservation Director). Every attempt will be made to review the ingredient and menu labels to formulate a plan which ensures proper management of the person's special needs. Persons with food allergies should introduce themselves during their Dining Hall Orientation on arrival day.

Dining Operations

Dining Hall Operations are still Covid dependent. Updates will be provided.

Patrol Cooking will be available Reservation wide. Raw goods are delivered to the campsite for scouts to cook Breakfast and Dinner.

Lunch will be Bag lunch Reservation wide. A sandwich snack fruit and drink will be provided.

Health & Safety

MEDICAL COVERAGE AROUND THE RESERVATION

Griswold Scout Reservation is equipped with a Health Lodge staffed with a full-time resident nurse. A nurse manages the medication process while several members of our staff are certified EMTs, Wilderness First Responders and the like. All key staff are trained in First Aid and CPR. A non-resident physician is always on call, and local hospitals are available for those who might need additional attention.

If a scout needs to stay in the health lodge, the Unit must supply a second scout for YPT. If, in the opinion of the GSR Medical Staff, a Scout must be confined or have close medical attention, he will be sent home for this care.



Finally, Units should be aware that First Aid kits are located at every program area and building on the reservation. In the event it is used, please notify the GSR Medical Staff so it can be restocked, and the required log entry may be included in the camp's First Aid Logbook.

MEDICATION DISPENSATION

Medications are distributed before and after all three meals at the porch of Carter Lodge near the Council Ring. Special times may also be arranged, if desired (especially in the case of nighttime / bedtime medications).

A Unit Leader should accompany youth from your Unit to medication dispensation to be certain: a) those that need meds are taking them, and b) to make certain the meds are given to the correct individuals. All medication will be administered under the direct supervision of approved medical professionals.

Reminder: ALL meds, per NH Law, will be stored where the GSR Medical Staff authorizes.

AFTER-HOURS ASSISTANCE

The Hidden Valley and Camp Bell Administration buildings are staffed from 7:45am-12am every day and night. If you need medical or other assistance during the night, you can always call the Reservation Director or Nurse. Emergency phone charts are posted throughout the camps.

IDENTIFICATION / WRISTBANDS

Your Troop / Crew will provide a camp attendance roster along with other necessary paperwork by May 31. During your check-in, your Unit will need to confirm your roster with the Reservation Support Service Staff who will then issue wristbands / ID's based on campers present. These are to be worn on the right (i.e.: not left) wrist and must stay on for the entire week. (Rotating Leader badges are worn on the outermost garment on the front torso (not on the belt or hat). Each person, whether Scout / Venturer or adult, will receive one wristband for the entire week. Please keep the color of the wristband intact or it will become invalid!

Wristbands serve two purposes in camp. The first purpose is safety and security. If you have a wristband on, all know that you belong in camp. If people come to camp and do not have wristbands, we all share in the duty to find out why they are in camp. The second purpose of the wristbands is they serve as a meal ticket for the entire week. Wristbands are checked as Units enter the Dining Hall during meals. When it is time for your Unit to change leadership roles in the middle of the week, the identification tag must be exchanged with the incoming leader and/or left in your Unit's mailbox. This helps us monitor people coming in and out of camp, as all visitors and leaders must also sign in and out. If wristbands break, please get them exchanged for new ones ASAP. Bring the broken wristband with you to exchange for a new one. Remember, all visitors must always check in and out of camp and obtain meal tickets as necessary.

OTHER FORMS OF IDENTIFICATION

There are several approved methods of identification at Griswold Scout Reservation. These include:

- Wristband, with the correct color of the week, worn on 'right' wrist
- GSR Staff Uniform
- Easter Seals Staff Uniform (Easter Seal campers have a staff member as ID)
- Vendor with Vendor ID (e.g.: Coca Cola driver at the Trading Post, etc.)
- Special wristband or ID card for special occasion (would be announced in camp)



VERIFICATION OF NO-SHOWS

May 31st is the deadline for Unit roster submissions. Arrival day in camp will verify this roster. During check-in, if someone does not show up, Units must notify the Camp Management immediately. The Unit must attempt to reach the missing people immediately. If any missing person has not arrived or has not been heard from by the first meal after arrival time, the Unit and the Camp Management must meet and make a shared plan for how to determine an action-plan. Accountability is essential for verification of no-shows.

CAMPER DEPARTURE OTHER THAN SATURDAY

Campers must sign in/out at the Administration Building. Campers must notify their Unit Leader and the Camp Administration prior to leaving camp. For campers to be released or picked up, permission must be indicated on the medical form and signed by the parent. At the time of departure, an in-camp adult leader must be present to verify all records and that all adults involved are approved.

EARLY DEPARTURE PAPERWORK CHALLENGES

Please remember: Scouts who leave camp early will not be in camp and able to retrieve their final advancement paperwork and other week-ending materials. Therefore, each Unit needs to assign someone to retrieve these materials for Scouts who leave camp early. It is not possible for the camp to mail these items to the Scout or Unit after your program week concludes. Please plan accordingly! Please, please, please... this is important!!!

VISITOR RIGHTS AND ACCESS

Parents, relatives, and friends are welcome on Sunday from 1:00pm – 4:00pm. and on Saturday 8:00am –10:30am. All visitors, other than Sundays and Saturdays, must sign in at the Administration Building. Visitor are not allowed to stay overnight unless they are currently registered with a Unit and must have valid medical form. Any visitor staying more than 72 hours on camp property must be currently registered with the troop, have valid medical form, and must pay the appropriate camp fees.

ELIGIBILITY

GSR resident camp programs are open only to paid, registered campers and registered leaders of approved age brackets invited to any given program. Other guests will need permission of the Reservation Director regardless of any potential relation to eligible people attending camp. Conservation Easement guests visiting the property – who are not BSA-registered – may be restricted from areas where registered youth, adults and Staff are located.



Covid and Camp

We are currently following NH State Covid 19 Reopening Guidance from the Governors Economic Reopening Task Force.

All guidelines are going to be followed as per this document and Camp can be subject to change.

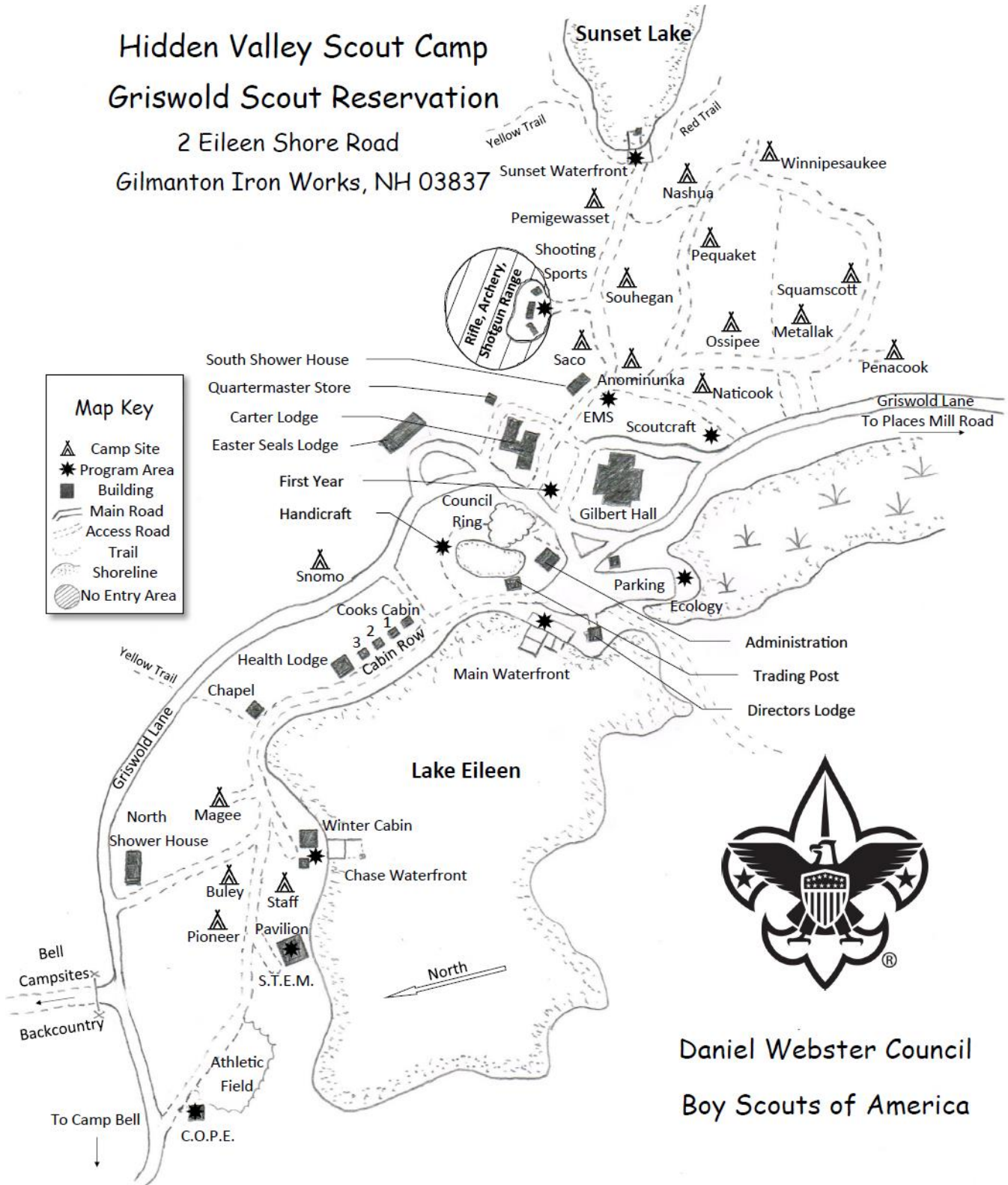
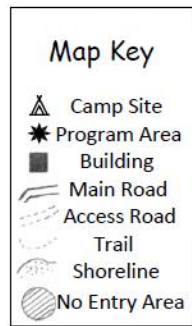
There will be a Covid guideline for GSR released closer to camp start.

Please check back on DWC Website for further Covid updates.



Map of Hidden Valley

Hidden Valley Scout Camp
Griswold Scout Reservation
2 Eileen Shore Road
Gilmanton Iron Works, NH 03837



Daniel Webster Council
Boy Scouts of America



Map of Camp Bell

