

Camp Belzer Leaders' Guide

Welcome to Belzer Day Camp!

Your volunteer leadership is greatly appreciated, without it your boys couldn't have this great outdoor experience.

Responsibilities

1. Complete the pre-camp check list
2. Attend the morning leaders' meeting at camp
3. Accompany your pack around to the various activities around camp
4. Help support the camp staff with running the activities
5. Be present in camp to help with any emergencies which may arise
6. READ and understand this guide

Pre-camp Check list

- ✓ Select your week of camp
- ✓ Schedule pack camp promotion
- ✓ Pay \$50 pack deposit and reserve your week at camp (Nov.- Feb.)
- ✓ Pay remaining camp fees by May 1st to receive early bird discount (\$150 per youth participant, \$175 regular)
- ✓ Sign your Scouts up based on their rank in the fall (Cub, Webelo, Arrow of Light)
- ✓ Turn in Health forms to Scout office
- ✓ View the pre-camp informational video prior to May 29th & submit your questions in the comment section
- ✓ Attend the Belzer Facebook Live event on May 29th @ 6:30pm to have all your pre-camp questions answered [facebook.com/campbelzer](https://www.facebook.com/campbelzer)
- ✓ Arrange transportation for your unit to attend camp

Leaders' Daily Schedule

- Monday: Pick up packet of schedules and miscellaneous paperwork. Update pack attendance and turn in health forms. Pick up and hand out bracelets. Attend leaders' meeting. Send paperwork home with Cubs at end of the day.
- Tuesday: Settle pack finances. Turn in overnight registrations. Update pack attendance/bracelets and turn in health forms. Attend leaders' meeting.
- Wednesday: Pick up participation patches if finances are settled. Turn in overnight registrations. Update pack attendance/bracelets and turn in health forms. Attend leaders' meeting.
- Thursday: Pick up participation patches if finances are settled. Turn in overnight registrations. Update pack attendance/bracelets and turn in health forms. Attend leaders' meeting.
- Friday: Purchase Webelos Camper & Firelight patches (\$2 each). One adult from each pack is to pick up the overnight bracelets and camp tent assignments. Update pack attendance/bracelets turn in health forms. Attend leaders' meeting. Pick up pack photos.

Camp Belzer Leaders' Guide

Daily leaders' meeting

A brief leaders' meeting will be held in the new Activity Center at the South end of the tribe field at 8:30 am Monday, 8:45 am Tuesday through Thursday, and 12:45 pm on Friday.

All adults are requested to attend and sign in. Your Scouts will be supervised at the tribe flags by staff members. The Camp Director will lead each meeting.

Attendance sheets

Attendance sheets listing all participants in attendance for your pack this week are to be updated daily (Mon.-Fri.) with any changes. After updating your sheets, please return them to the check-in table at the entrance to the Activity Center as you leave the daily leaders' meeting.

Health history

Medical/Health history changes or additions must be turned in Monday morning. ***All persons*** (Cubs, Webelos, adults & tag-a-longs) ***must have a health history on file in the health lodge.*** Please be sure all information is complete. Adults & siblings attending the Friday picnic and campfire only, are not required to complete a health history. All overnights **must** complete a health form.

First aid

Certified treatment of First Aid is available at the health lodge. **All** injuries and illnesses are to be reported to the health lodge. Medications are to be turned in to the health officer and must be in their original container with dispensing instructions, the Scout's name, pack number, and parent's phone number.

Camp Office (by parking lot)

Open: Monday-Thursday 8am-4:30pm | Friday 9am-11pm

Helps with the following:

- Registering Tag-a-longs
- Pay for lunches
- Sign up overnights
- Replace wrist bands
- Pick-up pack photos
- Any questions/concerns

YOUTH PROTECTION

The youth protection guidelines of the Boy Scouts of America state:

- 1) All units must adhere to the 2-Deep leadership policy detailed below
 - a. At least 2 leaders in camp at all time per block of 8 Scouts
 - b. At least 1 leader must be 21 years of age or older and have taken Youth Protection training
 - c. No one-on-one contact is EVERY permitted at a Scouting Function
- 2) Adults and children should respect each other's privacy. Please use the separate adult only dressing area provided at the bath house. On the Friday overnight, please change in your tents before going to the pool. The bathhouse is not large enough to accommodate all of our overnight campers.
- 3) Campers leaving camp before the scheduled dismissal time **must be signed out at the camp office.** Parents/guardians must provide the office with a list of people who are authorized to pick-up their child. Make sure your parents/guardians notify your pack leadership when a camper is leaving early.

Camp Belzer Leaders' Guide

Special needs

If you have a participant with special needs, please notify the Camp Director and the staff of the program you are in. We will do

Swim Diapers

State law requires swim diapers be worn by all toddlers or non-trained youth. Diapers are available at a minimal charge from pool staff.

Tag-a-longs

Tag-a-longs are the non-Cub Scout children. They must be at least **6 years of age** or older to participate in all programing. These youth DO count toward your 1-8 Ratio.

Tag-a-longs can be registered at the leader's meeting **each day they are in camp**. They are welcome to participate in **ALL** program areas (new this year) for a \$35.00 daily fee. This fee can be waived should the parent decide **NOT** to have the child participate in **ANY** (including swimming) of the allowable camp program activities.

Tag-a-longs **under the age of 6** must have a parent in camp, and will not be permitted to take part in some activities. They will be only charged a \$15.00 fee for the non-restricted programs.

Program/staff evaluation

Good staff/volunteer relationships are very important in the success of an outstanding Cub Scout Day Camp. Please consult the Camp Director, Program Director, Administrative Program Director, or Business Manager if any problems occur. Your feedback is important. Please fill out the evaluation form and turn it in at the camp office or put in the mailboxes by the picnic field entrances before you leave camp. We appreciate your comments, good or bad. These forms can be completed by anyone.

Hazards

Hazard areas include Fall Creek, Boy Scout Road, Hill Sides, the Field House, and any area marked "keep out". Please keep everyone away from these areas and other program areas not in use.

Patches

Participation patches for each paid camper may be picked up on Wednesday at the check-in table or in the Assistant Business Manager's Office, provided the pack's camp finances are settled. Participation patches are provided free for each paid Scout attending camp.

Webelos Camper & Firelight patches can be purchased at the Trading Post for \$2.00 per patch. Please designate one adult to pick up or purchase the patches for your pack.

Friday Night Dinner Forms

Dinner reservation form should be turned in by the Thursday leaders' meeting. The cost of the dinner is \$7 person (subject to change)

Trading post

The trading post has water, snacks, candy, Ice cream, slushies, and several souvenirs for anyone.

Store hours:

Monday-Thursday: 9:30am-4:00pm

Friday: 1:30pm-10:00pm

Camp Belzer Leaders' Guide

Parking

Parking will be the same every day. Please continue to park in an orderly manner, following staff direction as safety must be our primary concern. We expect a huge crowd Friday evening and parking is critical. Please lock your car.

Woodsy owl contest

Each morning your group captain will have a trash bag. You and your kids should pick up trash throughout the day to help keep the camp clean. At the end of the day, the trash bag will be placed next to your tribe flag. The tribe with the most trash each day will win the Woodsy Owl Award.

Smoking/substances/firearms

All of the above are prohibited at camp. Please leave your cigarettes in your car and any other substance/firearm at home. Please clear any concerns with the camp director.

Weather

The camp staff has been fully trained to handle severe weather conditions and will advise you where to take your group. **Please do not leave camp early without checking out at the camp office.** Camp activities will continue in the rain with a few alterations.

Lost and found

Lost and found collection box is located on the porch of the camp office. Please take items such as watches, money, knives, etc., inside the camp office. It is a good idea to have names and pack numbers on all items.

Wrist Bands

Camp Belzer has instituted the wearing of wristbands for the protection of our youth in camp. Every person in camp **MUST** wear the appropriate wristband during all program time while on camp property. The Cub Scout and Adult wristbands will be handed out **Daily** at the Check-In table with the attendance sheet.

Please make sure your Cub Scouts wear their bracelet every day while in camp. Tag-a-Long wristbands will change daily and will be issued at the Tag-a-Long table. Anyone not wearing a band will be asked to report to the camp office to obtain one. It is strongly encouraged that each pack checks to ensure the bracelets are still being worn by the cubs after each activity. It is the pack leader's responsibility to make sure every person has his or her bracelet each day of the week.

Camp Administration

Camp Director:	Jacob Yarling
Program Director:	Nathan Lawson
Assistant Camp Director:	Cameron Thorp
Assistant Camp Director:	Sara Knoop
Business Manager:	Barb Nickel
Camp Ranger:	Kevin Hobbs
Staff Advisor:	Patrick Covell

Belzer Scout Camp
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