



Camp Sam Wood

Parent & Leader's Guide



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*Camp Sam Wood is a Nationally Accredited Cub Scout Resident & Day Summer Camp
Operated by the WNY Scout Council, BSA*

Registration

2024 CUB SCOUT SESSION DATES

- Weekend Session 1 – 7/12 to 7/15
- Weekend Session 2 – 7/19 to 7/22

PRICING INFORMATION

- \$275 - Cub Scout
- \$140 - Cub Scout Adult
- \$125 - Den Chiefs*

PAYMENT SCHEDULE

- @ Registration- \$100 SITE DEPOSIT PER UNIT
- 3/1/24 - \$100 BUNK DEPOSIT PER PARTICIPANT
- 5/1/23 - FINAL PAYMENTS DUE

LATE PAYMENT FEE

A \$25 late fee (per person) is applied to the final payment of each participant who does not complete the payment schedule on time.

CAMP CAPACITY

You will have the option to request a campsite while completing your Session Deposit, which will hold your Pack's preferred site and session. Each site holds an established minimum/ maximum number of campers. If your Pack either exceeds or falls below this number for your first site choice, the Camp Leadership reserves the right to assign your site. While efforts will be made to accommodate power necessary for CPAP machines, power is not guaranteed for any participant. In addition, our camp has a capacity limit for each session. If your Pack either exceeds or falls below this number for your first site choice, the Camp Leadership reserves the right to assign your site.

CUB ADULT LEADERSHIP IN CAMP

Two registered adult leaders 21 years of age or over are required at all Scouting activities, including all 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 or female adult program participants.

Notwithstanding the minimum leader requirements, age and program-appropriate supervision must always be provided.

All adults staying overnight in connection with a Scouting activity must be currently registered as an adult volunteer or an adult program participant. Adult volunteers must register in the position(s) they are serving in. Registration as a merit badge counselor position does not meet this requirement.

See [FAQ](#) for list of approved adult registration fee required positions. *Limited exception below for Cub Scout overnight Programs.*

Cub Scout Programs – Overnight Exception: Cub Scout parents or legal guardians taking part in an overnight Cub Scout program with their own child or legal ward are not required to register as leaders. All adults must review the "[How to Protect your Children from Child Abuse: A Parent's Guide](#)" that can be found in the front of each Cub Scout Handbook. In addition, the parent or legal guardian must be accompanied by a registered leader at any time they are with youth members other than their own child/ward. All other overnight adults must be currently registered in an adult fee required position.

All Adults attending Summer Camp must have current Youth Protection Training (YPT). We are requiring at the time of registration that each adult registered for camp provides their Date of Birth to be screened in the National & State Sex Offender Registry.

Cub Scout Units will be required to have 2 Adults registered over 21 for the first 8 youth attending, and 1 additional registered Adult for every additional 4 youth attending. If the unit has female youth in attendance 1 registered adult must be a female.

CAMPERSHIPS

Several generous organizations and individuals provide camp scholarships for Scouts who attend our WNY Scout Council camps. Camperships are intended to assist families of Scouts who suffer economic hardship, contributing up to 50% of campers fee. Camperships are limited and allocated to Scouts on a first-come, first-served basis with priority given to Scouts who have tried to earn their way to camp through council- sponsored fundraisers. No Camperships are available for adults. Please go online to wnyscouting.org/camping to apply. Campership applications will be accepted between 01/01/2024 and 03/01/2024.

INDIVIDUAL 'SOLO' CAMPERS

If any Cub Scout can't make it to the session with the rest of the pack, **they can still attend as a Solo Camper.** Solo Campers will be placed into a mixed group with 2-deep leadership. They will enjoy the camp experience while making new Cub Scout friends. Please contact the office for more information on Solo Camper registration.

***DEN CHIEFS –**

Den Chiefs are an integral part of the Cub Scout program and of resident camp. Older Scouts assist the adult leaders in teaching and leading the Cub Scouts. Den Chiefs do not provide adult leadership and are not counted toward the 2-deep leadership required at camp. Den Chiefs are campers themselves and may participate in many of the camp programs.

*****NEW***LIT (LEADER IN TRAINING) PROGRAM**

Not quite old enough, or don't feel ready for a full summer on Staff? Try out the LIT program; it is a 2-weekend leadership training program where LITs will spend their time as a patrol participating in activities planned by the LIT Director, out-posting, and receiving training about our operations all around camp. LITs will also have a chance to rotate around different areas, shadow counselors, and work and teach in an area that interests them.

Interested in the LIT program, or have a 14–15-year-old scout who would like to sign up? Contact the LIT Director, Chip DeMare, to learn more. (ben.demare@yahoo.com)

REFUND POLICY

Site & Bunk Deposit are not refundable. Any cancellation once the deposit has been paid will be forfeited. Deposits may, however, be transferable to another participant that takes the entire slot. Camp Registration Fees are subject to a 15% administration fee (minus Bunk Deposit) of the total

ACCOMODATIONS

registration fee (not the amount of fees paid at the time of cancellation). Please go online to wnyscouting.org/camping to complete the refund form, available in June 2024.

CAMPSITES

All sites have canvas tents over wooden platforms, with 2 cots. The sites are supplied with campfire rings, latrines, and running water. Limited electricity is available for medical purposes only. Site assignments are based on needs & numbers.



CAMPSITE VISITATION

Each campsite will be inspected daily by the Commissioner Staff. Scores will be based on the condition of the tents, latrine, fire area/ fireguard chart, and general site appearance. Additionally, units are encouraged to complete special projects during the session. These can include campsite

gateway, theme decorations, campsite improvement project, costumes, & camp-wide service project. Please keep your campsite clean.

SHOWER AND RESTROOM FACILITIES

A central, ADA accessible shower and restroom facility with hot/cold running water, sinks, private shower stalls, and flush toilets are located outside the pool, near the health lodge and by Rotary Campsite. Please remember good conduct and courtesy when using the showers. It is BSA policy that males and females, as well as adults and youths, have separate shower and restroom areas as marked. No electronic devices are to be used in or near any shower or restroom. Improper use of these facilities should be brought to the attention of the Camp Director immediately.

Each campsite is also equipped with a latrine, cold running water, and wash stand.

GENERAL INFORMATION

VISITORS IN CAMP

Visitors should arrange an appropriate time with their unit leaders for all visiting. All visitors must sign in at the camp office and wear the issued identifying wristband.

Meal Prices: Breakfast-\$5, Lunch-\$7, Dinner-\$9

UNIFORM

The Cub Scout field uniform (official shirt) should be worn each day for evening flags and dinner. The field uniform should also be worn during religious services and at the opening campfire. The activity uniform (Scouting t-shirt) should be worn at other times.

TRADING POST

The camp store is stocked with souvenirs, crafts, Scouting merchandise, pocketknives, and, of course, snacks and drinks. Cash, checks, and credit cards are accepted.

T-Shirt Orders – In order to ensure that the t-shirt orders are accurate we are requesting that you make sure that the Scout sizes are filled out on your camp roster. Late registered scouts should be called into the office as soon as possible to make sure they will receive a proper size

shirt. We will do our best to fulfill the ate orders but please be aware if the order is late, we may not be able to accommodate all sizes.

DINING HALL

Meals are served at the Dining Hall, seating assignments are made during check-in. Unit leaders are responsible for supervision at their tables. Scouts are expected to use proper table manners. Each unit will provide one Scout for each table. They will report to the Dining Hall for waiter duty 15 minutes prior to each meal. Make sure to remember the buddy system. Under the direction of the Dining Hall Steward, they will set the table, retrieve table servings from the kitchen and clean the table and the surrounding area after the meal. Waiter duty should be rotated among the members of the unit. Experienced campers should be assigned waiter duty on the first day at camp.



HEALTH & SAFETY

CAMPWIDE EMERGENCIES

A camp-wide emergency will be signaled by blasts from the camp siren.

- **10 seconds on / 10 seconds off** Signals a camp emergency with assembly. All participants will report to the Parade Field by unit, directed by staff.
- **15 seconds on / 45 seconds off** Signals a camp emergency without assembly. Everyone is to shelter in place.
- **A one-minute continuous siren** Signals the end of the camp-wide emergency.

CAMP MEDICAL SERVICES

A Health Officer is present in camp at all times. All first aid treatment will be given and recorded at the Health Lodge. Serious cases are sent to local hospitals. **All injuries must be reported to the Health Officer.** All medications, including any Over the Counter drugs, must be in their original containers and turned in to the Health Officer at check in. The Health Officer will dispense all medications as needed. Exceptions are available only allowed for inhalers and epi-pens.

Health Forms—The BSA Annual Health and Medical Record must be submitted for every youth and adult participant as required by the BSA and NYSDOH. Those without a properly completed record will be sent home within 24 hours.

Parts A, B & C are required for all attending camp. All Scouts and Adults must have had a physical examination within the last 12 months upon arrival at camp. These forms are kept on file with the Camp Health Officer during camp. This form can be downloaded from our website, wnyscouting.org/camping

Medication—All medications must be submitted to the Health Officer at Check-In. Participants will be allowed to carry rescue inhalers and EpiPens. Medications must be in the original container and labeled with name, unit number, and campsite. **Each camper under the age of 18 needs to have an Over the Counter Medication Form attached to their Health Form.** This form can be also downloaded from our website, wnyscouting.org/camping

FOOD SERVICE

All meals are served in our Dining Hall and prepared by our professional staff. Food allergies and dietary restrictions need to be brought to our attention no later than **two weeks** before arrival at camp. Please complete the Special Request Form explained below. The sooner this information is available, the better your needs can be met. A tentative menu will be released this spring.

SPECIAL REQUESTS

If you have a need that requires special attention due to medical or religious reasons, please complete the Special Request Form. The form is available online at wnyscouting.org/camping and

The Scout Oath and Law governs all behavior at camp.

The Camp Director reserves the right to dismiss anyone from camp for violating camp policies.

due a minimum of **two weeks** before the person will be attending camp. Contact Jessica Bonham (Jessica.Bonham@scouting.org) for more information.

- No personal vehicles are allowed in camp without the permission of the Camp Director. All other vehicles must remain in the parking lot. The camp speed limit will be strictly enforced to protect your campers.
- Electronic devices are not allowed at the latrines or shower.
- Appropriate footwear must be worn at all times. Bare feet or sandals will not be allowed in any areas except at the shower and Aquatics.
- Alcohol, illegal drugs, and fireworks are not permitted. Adults are encouraged to refrain from smoking while at camp. Designated smoking areas out of view from all Scouts may be designated by the Camp Director.
- Flames are not allowed in tents.
- Do not feed animals or attempt to capture wildlife.
- Food should not be stored in tents.
- Lost & Found items will be collected at the Camp Office.
- No trees are to be cut anywhere in camp. A fee of \$15 per inch of diameter will be given to violators. Units will be billed for any camp equipment that is damaged, destroyed, or lost.
- Quiet hours will be observed between 10:00pm and 6:30am. All Scouts will be in their campsite by 10:00 pm.
- Program areas will not be entered without a staff member present. Permission must

be given to enter the aquatics, climbing, and shooting sports areas.

All injuries must be reported to the Health Officer no later than the following meal.

All visitors must register at the Camp Office/Health Lodge. Unregistered visitors may be charged with trespassing.

Camp Sam Wood is not responsible for lost or stolen items. Electronic equipment and other valuables should be left at home.



YOUTH PROTECTION

- All adults spending any part of the week at camp must have current training in youth protection from the Boy Scouts of America. If abuse is suspected, contact the Camp Director immediately
- **All adults attending and staying overnight at Summer Camp MUST have valid Youth Protection Training.**
- Two-deep leadership is required in camp at all times. Two adults must be at least 21 years of age or older. For co-ed or female units, one adult over 21 must be female.
- Cub Sessions units must provide at least one adult leader for every five scouts throughout their stay.
- No one-on-one contact is allowed between adults and youth. Personal conferences must take place within the view of others.
- Separate sleeping accommodations and shower facilities for youth and adults must be maintained. Youth should tent with other youths that are within two years of age of each other. Youth and adults tent separately in the Scouts BSA, Sea Scouts, and Venturing programs.
- No secret organizations are recognized by the Boy Scouts of America. All aspects of Scouting are open to observation by parents and leaders.
- Verification of No-Shows—Unit leaders must report for verification any Scouts not on the roster who were supposed to be attending camp as designated on their roster.
- Appropriate clothing is required during swimming and all other activities.
- Intrusion of Unauthorized Persons—All campers and visitors must wear the proper identifying wristband. Report suspicious individuals to the nearest staff member.
- Under NO circumstances may scouts of any age be left unattended.
- The Buddy System—No Scout is allowed to travel anywhere in camp alone. A Cub Scout found without a buddy will be escorted to their destination and his name will be submitted to the Camp Director. A second offense will initiate a conference with the Scout, troop leadership, and the Camp Director. A third offense will lead to dismissal of the Scout from camp.

Leaving Camp

- Release of Minors—Part “B” of the BSA Annual Health and Medical record asks for information on adults authorized to take youth from camp. Anyone removing a child from camp must report to the camp office. Proof of identity will be required. **Camp Management should be aware of any scheduled departures at check in.**
- Everyone who arrives or departs camp outside of the standard Check-In/Check-Out times is required to sign at the camp office. If the office is closed use the clipboard to sign-out.



CAMP COORDINATOR CHECKLIST

Due by Date	Task
Time of Registration	Complete Unit Session Deposit \$100
3/1/2024	Complete Bunk Deposits
3/1/2024	Have participants complete Campership Applications as necessary
5/1/2024	Pay the Remainder of Camp Fees
Two Weeks Prior	Have participants complete the Special Request Form as necessary
Two Weeks Prior	Remind participants to complete the Health Form, OTC Form, and other waivers
One Week Prior	Ensure the unit has tent assignments completed
Day Before Arrival	Ensure the unit has coordinated a time to arrive together at camp
Day of Camp	Relax and Remember: Summer Camp is a weekend program, that will become a lifetime of memories...

