



PART 3: YOUR WEEK AT CAMP

Ockanickon Scout Reservation

2008 Program and Leader Guide

SUNDAY, YOUR FIRST DAY

2:00 - 4:00 Plan to Arrive as a Troop

- Carpooling is a must! Please talk to your Scouts' parents about sharing rides.
- Gather your troop and meet your Site Manager in the parking lot, site managers will be waiting at the pine grove next to the lake and if you can't find them don't fear to ask.
- Only one vehicle per troop may enter the main camp area at a time.
- Pack all troop gear and any large personal gear into this vehicle and have your troop members carry any remaining gear to the site as directed by your site manager.

3:00 - 5:00 Medical Rechecks, Swim Tests and Camp Tour

- Send one leader to the camp office with a new roster (if any changes were made), a troop check (if any money is owed) and a copy of your Tour Permit and proof of insurance.
- All youth and remaining leaders will change into their swim suits and go to a med recheck site guided by their site manager.
- Scouts will be given their Health Forms and go through the medical rechecks individually
- Once done, all Scouts will go to the pool for swim tests, if the unit has already done swim tests already, they will receive a brief pool orientation.
- The unit will return to the campsite and finish setting up camp.
- Sign-ups for activities with a lottery for participation will end sign-ups at 5:00 PM. Interested Scouts must sign up or be signed up for at the main office.

5:00 - 6:30 Dinner, Photos and Lottery Drawings

- All food is served cafeteria-style. Your troop is responsible for bussing and cleaning its tables.
- Results for activity lotteries will be posted on the Camp Office door by 5:30 PM
- Troop photos will be taken on the grassy area next to the Dining Hall

6:30 Photography Merit Badge Meeting at the Photo Lab for Scouts Selected during Drawing

7:30 Scouts' Own Vespers Service at Camp Chapel

8:00 Flag Ceremony at Old Parade Field Immediately Followed by Campfire

9:00 Leader Meeting for 1 Leader from Each Unit at Dining Hall

- Leaders will be specifically dismissed from the campfire
- Brief program changes and details from some departments
- Emergency procedure and emergency drill information
- Sign-ups for troop activities and final Dan Beard counts

- Question and Answer time with management and departments

HELP DURING YOUR STAY

Leading your Scouts in a successful week may be trying at times. Discipline issues, weather or program misunderstandings can all put stress on you and your unit leaders and detract from your unit's stay. Ockanickon has several resources at your disposal to help you during your stay as well as to help inform the camp staff of your unit's needs.

Site Manager

Your site manager guides you through Sunday check in and your first day at camp but their utility does not end there. Your site manager will also lead your unit through emergency procedures and actual emergencies and communicate vital information to your unit should the camp-wide notification system fail. Beyond this, the site manager can help communicate problems with your site and stay to the appropriate persons but often doesn't have the power to solve *every* problem. If your unit has problems with their site manager, don't hesitate to tell the Program Director or any Assistant Camp Director.

Camp Commissioners

The Camp Commissioners are National Camp School Trained experts in camp operations and expressly serve as a liaison between the troop and the camp. Their entire job is to help you solve problems and to maintain a safe camp. Your unit will be visited at least once a day by at least one camp commissioner who will perform health and safety inspections and check to see if your unit is having any problems or has any suggestions. Commissioners are not responsible for performing inspections for the Clean Camp Award but will offer guidance in what to check. The Camp Commissioners can also help solve simple program problems and direct you to whom you should work to solve any trickier problems. Issues with camp facilities such as problems with tent platforms or latrines should be brought to the attention of either the Camp Commissioners or any member of Camp Administration.

Area Directors

The first goal of every department head or area director is to see that their staff delivers a quality program and quality service. Should you encounter difficulties with a staff member the department head is there to help you. There are some things an area director won't do, like change merit badge requires for Scouts without special needs, allow Scouts who present a health or safety risk in their area or make exceptions to Ages and Stages requirements when dictated by National Scout Policies. Area Directors often have years of experience in both Scouting and camp operations and will often suggest creative fixes to help all parties and are usually available in their departments, can be contacted through the main office or camp mailboxes and are present at their respective meals.

Program Director and Assistant Program Directors

Ockanickon offers a lot of program with different schedules, policies and personalities and the Program Director and his assistants are the coordinators of all camp program. Problems that haven't been solved by talking with Area Directors or Camp Commissioners, while rare, can be solved through the Program Director. The Program Director or an Assistant Program Director is present at every meal, every large camp-wide activity, Leader Meetings as well as in the Main Office during normal office hours.

ADULT LEADER OPPORTUNITIES AND AMENITIES

Being a leader results in an active week at camp. Beyond looking after your unit and Scouts, Leaders must look after themselves. A stressed or bored leader is unlikely to help anyone so Ockanickon strongly recommends that leaders take at least some program and take advantage of some of the leader facilities in camp. These facilities include the Adult-Only shower house located behind handicraft which gives leaders access to flush toilets and full shower facilities at all times (except when it's being cleaned). Additionally, leaders may always visit the kitchen and common area of Totem Lodge to grab some coffee, sit and enjoy some air conditioning, talk with other leaders or take in a movie during the evenings. The second floor of Totem is off limits as it is a staff living area and the 1st floor bathroom is for building residents, the duty officer and the handicapped.

Service Opportunities

- Adult Leaders are welcome to help our staff with merit badge sessions with the permission of the staff running the session

- If a leader in your unit would like to offer a separate badge or program, please speak with the Program Director
- The Friday Ockanickoniderod is entirely staffed by camp adults and leaders interested in volunteering

Training Opportunities

- AHA CPR and AED certification (this service costs \$25.00 for both initial training and recertification and includes all materials)
- Belay Training
- BSA Lifeguard
- Climb On Safely
- Climbing Instructor Certification
- Leave No Trace Orientation
- Safety Afloat and Safe Swim Defense
- Scuba BSA and Discover Scuba
- Trek Safely

The Fun Stuff

- Leaders who've completed the safety exams are welcome at the shooting ranges
- Leaders who've completed their swim test are welcome at the pool and lake
- The sauna and hot tub are open to leaders during all afternoons and Monday, Tuesday and Thursday evenings
- All COPE, Climbing and camp-wide activities are open to leaders
- Horseback Riding is open to leader participants if slots are available
- Leaders may participate in the Golf day trip as either free youth chaperones or may pay greens fees and take in a round of golf
- Adults are strongly encouraged to participate in the Airband Competition and may form Leader-Only teams
- Skits at the campfire may have adult participants
- While leaders are required to guide their Scouts during raft and canoe trips, we'll be impressed if you stay dry

Leader Tip: The hot tub is a great place to plan your unit's next year of program.

SPECIAL OFFERS & DISCOUNTS

Provisional Camper Credit

Host a Provisional Camper and your unit will receive a credit for the next camping season! It is the policy and mission of Ockanickon Scout Reservation to do everything we can to make sure every Scout has a summer camp opportunity. For this reason, we provide a provisional camping and returning camper feature. We have learned from the past that provisional campers are most successful at summer camp when they are hosted by a regular, organized troop with its own adult leadership. To accomplish this we need your help and we'd like to make you this offer: For each Provisional Camper your troop hosts, your unit will receive a \$10.00 CREDIT towards your unit's account for the following summer camp season here at Ockanickon.

Express Check-in on Sunday*

We all have a lot to do on Sunday during check-in. To help ease the burden we will once again offer express check-in to unit leaders at 1:30 on Sunday. Please note that your Scouts should not arrive at camp before 2:00PM. This is very important as our staff will not be ready to greet your Scouts before that time. You will be accountable for any damage in the site should you enter before your guide takes you there.

*- Express check-in is for those units that have pre-paid in full and that have no roster changes.

DON'T FORGET ABOUT...

Eagle Required Merit Badges & Provisional Camping

We are committed to offering eagle required merit badges during every week of our summer camp. Scouts wishing to attend camp and work on these badges should sign up for regular Provisional Camping for any week of camp they wish to attend.

The Order of the Arrow

Ajapeu Lodge #33 welcomes all Scouts and brothers from all lodges to Ockanickon Scout Reservation. Many activities at camp involve the principles that the O.A. teaches. As always, opportunities exist to put these principles to use. See the Camp Management for more information. Thursday is O.A. Day at Ockanickon! Wear your sash at retreat. An O.A. social will be held every Thursday night and all members are welcome for food, patches, and special presentations.

Departure on Saturday

Sooner or later everyone has to go home. Please instruct the parents of your Scouts that we will be holding a camp wide flag ceremony at the old parade field at 9:30 AM, which they are invited to attend. After the awards are given out everyone is dismissed at approximately 10:00 AM. Camp officially closes at 11 AM.

POLICIES

National & Council

Accident Insurance-All troops attending camp are required to carry current accident insurance for their unit. Proof of insurance is required upon arrival at camp.

Daily Inspections-A safety checklist is provided to your unit, and your junior leadership is advised to inspect their camp each day for the items listed on it. The Camp Commissioner Staff may also conduct safety inspections of your campsite daily and as needed.

Illegal Drugs & Alcohol in Camp-Illegal drugs and alcohol are prohibited on camp property. The use of or the possession of any illegal drugs or alcohol on camp property will result in immediate expulsion from the property. Local and state authorities will be contacted. All prescription medication must be kept with the Health Officer who may grant exceptions for fast-acting drugs for severe conditions like Epipens, fast-acting inhalers and nitroglycerin for heart conditions.

Emergency Procedures-All emergencies must be reported immediately to the Camp Management, Health Officer or the nearest staff member. In the event the camp emergency signal sounds, please return immediately to your campsite and begin accounting for each of your Scouts. Staff runners will report to each campsite to collect head-counts and to pass along any pertinent information. For more specific information concerning emergency procedures please refer to your campsite bulletin board. In the case of severe weather during the day campers may be retained in program areas, during the evening campers may be evacuated to camp buildings at the direction of the camp director.

Personal Firearms in Camp-Personal firearms and bows are prohibited on camp property. We already have the finest target rifles available. Only camp arrows and ammunition may be used. B.S.A. policy forbids the use of handguns as part of a Boy Scout program.

Fireworks in Camp-Fireworks are not permitted in camp. Violators will be expelled with no refund.

Hazing in Camp-Hazing will not be tolerated at camp. Your unit leadership is responsible to see that it does not occur.

Health & Safety

Before coming to camp each Scout and adult leader must have a physical examination performed by a licensed physician. This must be recorded on BSA Form No. 34414 (Personal Health and Medical Record, Class 1 and 2). Adults over the age of 40 must have a current BSA Form No. 34412 (Personal Health and Medical Record, Class 3). All other forms are unacceptable. All medical

forms must be on file at camp. Medical personnel are on duty at all times and arrangements have been made with the nearby hospital, doctors and EMS to handle any emergency treatment. Medical forms remain on file and will not be returned. Please make copies of your unit's forms before your arrival at camp.

Knives & Axes in Camp-Those Scouts using knives and axes at camp will be required to carry a Totin' Chip card signifying that they have completed a basic axe and knife safety course. Sheath knives are not permitted in camp. The purchase of knives at the Trading Post requires the possession of a current Totin' Chip card.

Leaving Camp-Anyone, Scout or leader, who is leaving camp MUST first check out at the Camp Office (or at Totem Lodge with the Duty Officer, between 5PM & 8AM) and check in upon returning. Scouts are not permitted to leave camp unless they are signed out by their adult leader at the Camp Office in the presence of either parent or legal guardian. All visitors picking up Scouts at camp must also sign in and sign out.

Liquid Fuels in Camp-Cooking and lighting equipment that run on a liquid fuel such as white gas, unleaded gas, or kerosene are not permitted in camp. Propane gas products are permitted with adult supervision.

Lost & Found-All lost and found items should be turned into the camp office. Leaders are encouraged to have each Scout label his belongings with his name and troop number before his arrival at camp. Lost and found items are located at Totem Lodge or the camp office. Scouts should also check the program areas they may have visited for lost items.

Mail-See Telephone & Mail

Medical Emergencies-All injuries and/or illnesses should be reported to the Camp Health Officer as soon as possible. In the event that an injury requires emergency medical transportation, 911 may be dialed from any phone in camp (regular or pay phones). Emergency transportation should be requested through the Health Officer or Camp Management if at all possible and/or as soon as possible.

Medical Re-Checks-Upon your check-in at camp medical forms are checked for the following information: Doctor's signature, Parent/Guardian signature, Date of physical (must be within 36 months for Class 1 or 2 and 12 months for Class 3), the dates of inoculations, and Health Insurance/Emergency Information. All medications must be turned in to the Camp Health Officer at this time. See Medications for more information.

Medications-All medication will be checked in at the Health Lodge upon arrival at camp. They are kept there under lock and key. Alternative arrangements may be made with the Camp Health Officer under certain circumstances.

Off Limits Areas-For safety reasons, certain areas of camp are off limits. The rifle range, shotgun range and archery range are off limits except to participants who have been given permission to enter by the area director. The pool and boating areas are off limits when unstaffed. The maintenance area and staff quarters are restricted access areas.

Preparing Medications for Camp-Please follow this procedure for each camper and adult leader who will be taking medication while at camp. Please place multiple medications, prior to your arrival at camp, in separate, sealable, plastic bags. These are to be labeled with the person's name, Troop and campsite. All individual bags containing separate medications are then to be placed in a large sealable plastic bag. This also must be labeled with the person's name, troop and campsite.

Parking-All vehicles must be parked at the camp parking lot located near the lake. Permits to park in camp are available for handicapped persons through the Health Officer or the Camp Office.

Personal Hygiene-The camp environment is often very conducive to the transmission of illness. Due to this, all campers and staff are encouraged to shower regularly and always wash their hands before meals. It is important that everyone keep themselves reasonably clean. Hand sanitizer is also available at most of the latrines in camp.

Pets in Camp-State health and safety codes specifically forbid dogs and other pets at camp during the camping season. No exceptions.

Quartermaster-The QM is located at the Maintenance Area (behind the Dining Hall) and it is open for 1/2 hour after each meal. All equipment and supplies must be signed out. Damaged or lost equipment will be charged to your unit. (Emergency toilet paper supplies may be obtained at Totem Lodge at all other times.)

Telephone, Faxes, Mail & Email -Ockanickon Scout Reservation's telephone number is to be used for emergencies and camp business only. The camp telephone number is: (215) 297-5290. The camp's fax number, (215) 297-8702, is also to be used for

business purposes only. Faxes sent to individual campers will not be delivered. Mail service is provided to all campers and staff. Outgoing mail should be deposited by 10:00AM each morning and stamps are available at the camp Trading Post. The mailbox is located on the Camp Office porch. Letters to campers should be addressed as follows:

Scout's Name
Troop #, Campsite Name
Ockanickon Scout Reservation
5787 State Park Road
Pipersville PA 18947

A pay phone are available for private and emergency out-going calls. The camp's email address is for business use only and emails addressed to campers will not be delivered. Questions about registration can be directed at registration@ockanickon.org while all other questions and rosters should be directed to questions@ockanickon.org.

Tobacco Policy-The use of tobacco products is discouraged by the B.S.A. Adults who use these products are asked to refrain from smoking in the presence of Scouts, in doorways or on porches. Please use the designated areas.

Trees-Trees are a valuable resource. No tree, living or dead, may be cut down without the permission of the Camp Director. Units will be charged if they violate this policy.

Uniforming-Articles of clothing that exhibit slogans or products that are against Scouting principles are prohibited on camp property. The official Boy Scout Field Uniform (worn correctly) which includes the uniform shirt, socks and shorts, is proper dress for dinner (unless otherwise announced). During the week, uniform parts can be obtained through Bucks County Council by making a request at the Trading Post. During the day, dress may be shorts and t-shirts. No tank tops, sleeveless shirts or bathing suits are to be worn during meals. Footwear is required at all times. Scouts seen wearing open-toed shoes will be sent to their camp site to change footwear.

Visitors in Camp, Sundays and Saturday Mornings Only-Parents may accompany their Scouts to camp on Sunday and leave by 7:00PM. No visiting during the week is permitted. Leadership changes must check in at the Camp Office when they arrive. All visitors (who are here to pick up a Scout) must sign in and out at the Camp Office or with the Duty Office after 5:00 PM. Prior approval or check-in/check-out is not required for visitors on Saturday morning. All leadership changes, late arrivals, early departures and any other event requiring a Scout to leave between check in Sunday and check out on Saturday for more than a day must be made no later than closing time on Sunday.

Camp Policies and Procedures

Paying for Activities-CPR Training, Horseback Riding, Golf and a few other camp activities require both sign-ups and payment which is done in the main office. Participants may not sign-up for activities unless accompanied by a payment. Scuba BSA and Discover Scuba are registered and paid for at the pool. All activities may be paid for with cash, check or an available troop balance.

Requesting a Campsite-Units can request a campsite for one of two reasons, either out of facilities needs like having access to power or because of simple preference. Units may request a site for either reason but units with facility necessities will get first choice of campsites. Campsite submissions can be submitted any time after the May 3rd Leader Meeting and can be emailed to questions@ockanickon.org with the subject line "Campsite Request" or called in. Please include your name, unit, week and preferred campsite with all requests. Units may also request to stay with a particular unit staying their week and those requests can be submitted via the same channels.

Submitting Your Roster-Unit rosters serve the dual purpose of verifying enrollment and acting as a checklist of campers during emergencies. Leaders not registered as staying for some portion of the week cannot be added to the roster simply to give visitation rights. Rosters can be faxed, emailed or mailed into camp but the electronic form provides rosters that are easy for your unit to update and for Ockanickon to manage. The spreadsheet and pdf roster forms are available in the documents section.

Troopwide Restrictions-Unit leaders have the prerogative to not allow their Scouts to participate in some activities or deny Scouts usage of specific departments, facilities or tools. These policies will not be expressly enforced by the Ockanickon Camp Staff but we will support you in these decisions.