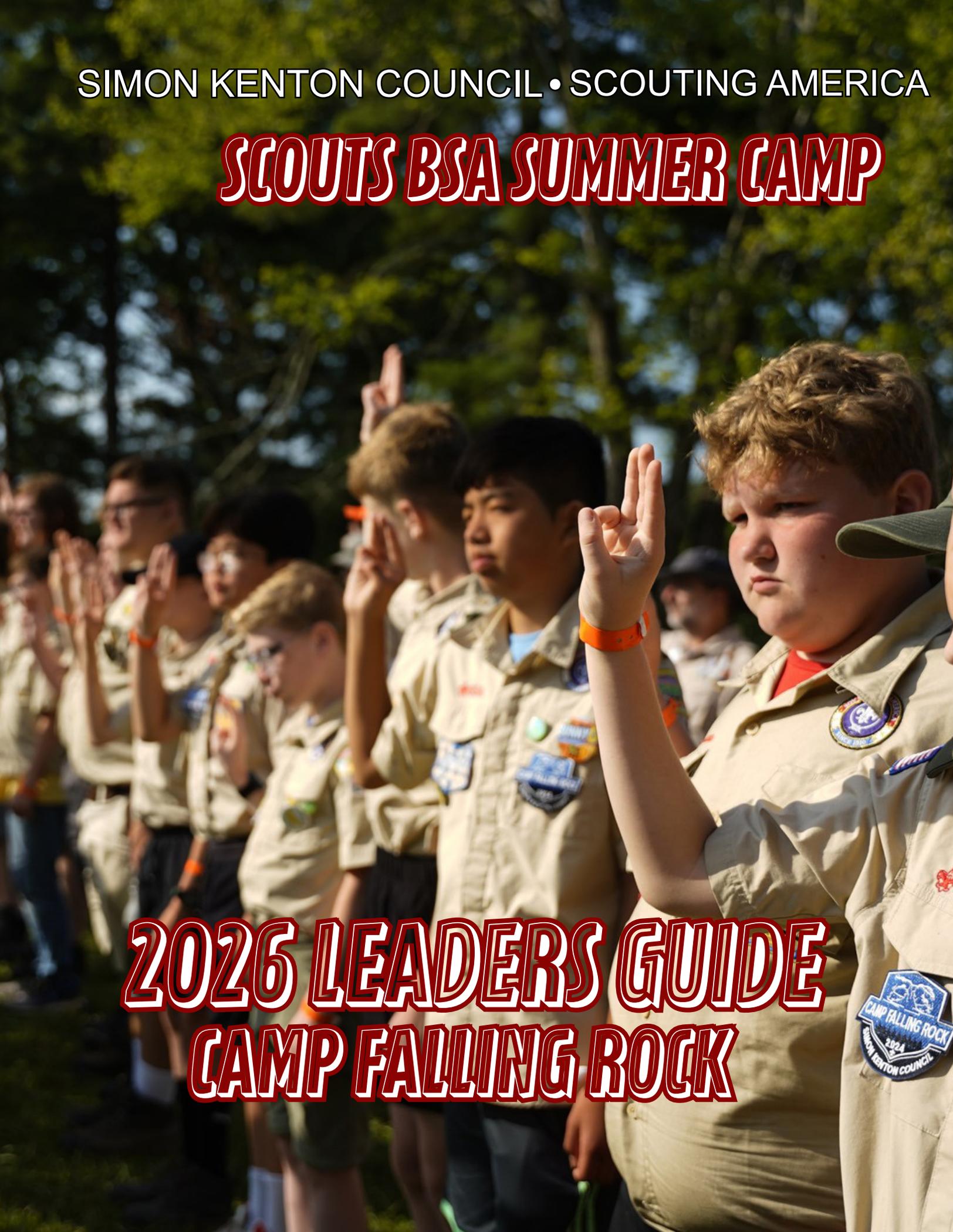


SIMON KENTON COUNCIL • SCOUTING AMERICA

# SCOUTS BSA SUMMER CAMP

2026 LEADERS GUIDE  
CAMP FALLING ROCK



# WELCOME TO SUMMER CAMP!

Located 11 miles north of Newark, Ohio, Camp Falling Rock sits on more than 600 acres of land with rolling hardwood forests, streams and waterfalls, and scenic meadows. Large rock formations provide a beautiful backdrop to a historic covered bridge. Camp Falling Rock's facilities include a well-equipped Dining Hall, plenty of lodges and tent camping sites, a pool, a range and target complex, a climbing tower, and an activity field.

Opportunities are plentiful for new and experienced Scouts. Quality advancement, nature, swimming, climbing, rappelling, fishing and range and target activities are just a few of the exciting programs offered at Camp Falling Rock.

This guide is designed to help you and your troop be prepared for a great summer camp experience. The fun and adventure of camping for a week with friends is a priceless experience for a Scout. We look forward to see you at camp this summer!

## CAMP LOCATION AND CONTACT

### **Camp Falling Rock**

12637 Houdeshell Rd  
Newark, Ohio 43055  
Phone (June 2nd- August 2nd)  
(740) 745-5327

Camp Emails:  
CFRComissioners@gmail.com

### **Simon Kenton Council Camping Department**

807 Kinnear Rd., Suite 200  
Columbus, OH 43212  
(614-436-7200)

Senior Support Specialist  
Allison.Cramer@Scouting.org

Program Director  
Kami.Hisey@Scouting.org

# TABLE OF CONTENTS

<b>About Camp Falling Rock</b>	<b>2</b>	<b>Check In Procedures</b>	<b>15</b>
<b>Camp Location and Contact Information</b>	<b>2</b>	Arrival	15
<b>Unit Leader Timeline</b>	<b>5</b>	Vehicles & Trailers	15
<b>Camp Dates</b>	<b>6</b>	Registration	15
<b>Registration</b>	<b>6</b>	Camp Orientation	16
Registration Process	6	<b>Check Out Procedures</b>	<b>17</b>
Unit Site-Saver Deposit	6	Friday Checkout Meeting	17
Payment Schedule	7	Saturday Morning	17
Payment of Fees	7	Reminders	18
Complementary Leaders	7	Damaged Equipment	18
<b>Campsites</b>	<b>8</b>	Equipment Damage Charges	18
Exceeding Campsite Capacity	8	<b>Program Offerings</b>	<b>19</b>
Sharing a Campsite	8	The Open Program	19
<b>PROVISIONAL SCOUTS</b>	<b>9</b>	Preparing for Camp	19
<b>COUNSELOR-IN-TRAINING</b>	<b>9</b>	Program Planner	20
<b>Financial Assistance</b>	<b>9</b>	<b>Meals and Food Service</b>	<b>21</b>
Camperships	9	Dietary Restrictions	21
<b>Refund Policy</b>	<b>10</b>	Dining Hall	21
Refund of Site-Saver Deposit	10	Table Waiters	21
Refund of Registration/Camper Fees	10	Totems	21
Camp Cancellation	10	Friendship Circle	21
<b>Recommended Personal Gear</b>	<b>11</b>	Meal Time Schedule	21
Scout Paperwork	11	<b>Health and Safety</b>	<b>22</b>
Clothing to Bring	11	Health Lodge	22
Camping Gear	11	Sick Call	22
Optional Individual Equipment to Bring	11	Prescription Medications	22
Special Equipment to Bring	11	Emergency Services	22
Do Not Bring to Camp	11	Medical, Health and Sickness Insurance	23
<b>Recommended Troop Gear</b>	<b>12</b>	<b>Emergency Procedures</b>	<b>24</b>
Paperwork & Essentials:	12	Camp Mobilization Procedures	24
Equipment Provided by Camp	12	Lost and Missing Persons	24
Recommended Unit Equipment	12	Severe Weather	25
Optional Unit Equipment	12	Fire Emergencies	25
<b>Unit Pre-Camp Planning</b>	<b>13</b>	Aquatic Emergencies	25
Pre-Camp Logistics	13	Earthquake	26
During Camp	13	Security	26
Payment Deadlines	14	<b>Scout Discipline Policy</b>	<b>26</b>
Departure and Arrival	14		
During the Week	14		

# CAMP DIRECTOR'S MESSAGE

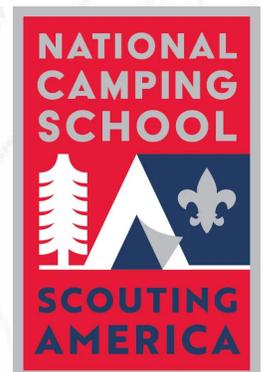
Dear Scouts, Scouters, Leaders, and Parents:

It is my great pleasure to serve as your Camp Director and welcome you for the 2026 season. For over 20 years Camp Falling Rock has been a home away from home for me, and it is my deepest hope that you will come to love it as I do. The staff we have assembled is already hard at work to build the best program that can be offered, their passion and knowledge continuously astounds me. I am so proud to share with you everything we are planning for this summer.

Should you have any questions or concerns in the lead up to camp, please do not hesitate to reach out. My personal email is [greg.e.shipley@gmail.com](mailto:greg.e.shipley@gmail.com).

Yours in Scouting,

Greg Shipley  
Camp Director



# UNIT LEADER TIMELINE

## AUGUST – DECEMBER

- Secure a site-saver for your unit, locking in a campsite and week/session

## JANUARY

- Gather preliminary estimates of youth and adults attending this summer.
  - Revise site-saver and roll it into a registration.
- Establish dates for...
  - PAYMENT deadline for summer camp commitment and collection of payments on unit level
    - Council deadline for Regular Fee is April 30
  - UNIT LEADERS summer camp preparation meeting for leaders attending summer camp.
  - PARENT information meeting before your unit's payment deadline
- Review unit records...
  - Identify youth and adults that will need an updated Annual Health and Medical Record before summer camp.
    - Parts A, B, and C (with medical examination) must be up to date.
  - Identify adult leaders that will need to update their Safeguarding Youth Training prior to summer camp.



## FEBRUARY & MARCH

- Download and distribute:
  - Program offerings and prerequisites to your unit
  - Leaders & Parents' Guide to your unit
- Meet with unit leaders attending summer camp to review unit plans and preparations.
- Meet with parents to distribute information about summer camp and unit deadlines.
- Attend our Spring Leaders' Meeting on April 14th at 6:30 PM, at the SKC Leadership Development Center and via Zoom
- March 31 deadline
  - Campership applications due

## APRIL

- Collect payments for summer camp.
- Full payment due to secure Regular Fee April 30 (See REGISTRATION section for more info)

## MAY

- Begin individual program planning with youth in your unit.
- Verify Annual Health and Medical Records are updated.
  - Prepare two copies for each participant for summer camp.

## JUNE & JULY

- No refunds available after June 1 (See REGISTRATION section for more info)
- Submit any Special Dietary Needs forms no later than June 1 to the SKC Camping Department via the online form.
- Finalized program plans with each youth in your unit.
- Verify unit summer camp information with camp administration (See BEFORE CAMP section for more info)

# CAMP DATES

Week 1	June 14-20
Week 2	June 21-27
Week 3	June 28 - July 4
Week 4	July 5-11
Week 5	July 12-18
Week 6	July 21-25

# REGISTRATION

## 2026 Registration Process

All registrations are completed online. Visit [www.skcscouts.org/camps/summercamps](http://www.skcscouts.org/camps/summercamps), and click the “Register” link.

Select your session date on the right side of the screen, then select the participant type(s) and quantity. Enter the billing information and “Book Reservation”. Any payments that are made cannot be applied until the “Book Reservation” process is complete. All payments can be made online or by mail. After any additions or revisions are made in the future, you will need to complete the “Book Reservation” process again.

The names of every participant entered will be your official unit roster for camp. Please use each participant’s legal name, as it will better enable the camp and your unit to utilize our record keeping component of the registration system.

## Unit Site-Saver Deposit

July – December 31st of the previous year

If your unit completed a \$100 Site-Saver Deposit for 2026 in the fall of 2025, that deposit will be applied to this year’s registration fees. After January 1st, the Site-Saver Deposit is non-refundable if your unit does not attend summer camp this summer. For information about completing a Site-Saver Deposit for 2027, see the DURING CAMP section.



# REGISTRATION



## Payment Schedule

Due March 31st

Campership applications

Due April 30th

Full Regular Fee (\$400 Youth / \$450 Provo / \$250 Adult)

Any youth without fully paid fee will be removed from unit registration

Youth may be re-added onto registration with full payment of Late Fee

AFTER April 30th

Full Late Fee (\$475 Youth / \$500 Provo / \$300 Adult)

Unit will forfeit deposit for any youth with unpaid balance

\*\*All first-year/cross-over Scouts will be guaranteed the Regular Fee after deadlines, but units must make arrangements with SKC Camping Department.

## Payment of Fees

Your unit is responsible for the collection and payment of all fees. Payments can be made through the online registration system, or by mailing in your unit's payment to:

Simon Kenton Council, Scouting America  
Attn: Camping Department  
807 Kinnear Rd, Suite 200  
Columbus OH 43212

Simon Kenton Council does not track individual camper payments, but each unit has the option of setting up a Parent Portal in the online reservation system to accept individual payments. Unit leaders should contact the SKC Camping Department if they would like the Parent Portal set up for their unit. We strongly suggest that participants make regular payments each month to their troop as needed so the troop can make their overall payment by or before the payment deadline(s). Failure to meet the payment dates may result in loss of your registration and reservation.

## Complementary Leaders

While all adult leaders receive a deeply discounted camp fee, the Simon Kenton Council offers a complimentary leader based on the following:

Under 5 Scouts	0 complimentary adult leaders
5-20 Scouts in camp	2 complimentary adult leaders
21-30 Scouts in camp	3 complimentary adult leaders
31 or more Scouts in camp	4 complimentary adult leaders

# CAMPSITES

- Scouts and adults are encouraged to bring their own tents.
- Scouting wall tents can be made available upon request.
- Scouts sharing a tent must not be any more than two years apart in age and of the same gender.
- Adults can not share tents with youth, regardless of relationship.
- Spouses may share a tent
- Adults must be registered with the unit in which they are camping with.

Each campsite has a dining fly with two picnic tables, a fire ring, a trash can with a lid, a broom, a hose, and cleaning supplies. Latrines have running water and a supply of toilet paper.

CAMPSITE	CAPACITY	CAMPSITE	CAPACITY	CAMPSITE	CAPACITY
	(2 per tent)		(2 per tent)		(2 per tent)
Baden Powell A	26	Maple Grove B	20	Pine Hollow A	40
Baden Powell B	23	Pine Grove A	50	Pine Hollow B	20
Dogwood A	40	Pine Grove B	50	Pioneer A	30
Dogwood B	20	Pine Grove C	23	Pioneer B	20
Maple Grove A	40	Pine Grove D	20	Sassafras	40

## Exceeding Campsite Capacity

If your unit will exceed the capacity of your assigned campsite, there are several options:

1. Remain in the assigned campsite and attempt to fit all tents within the designated space.
2. Move to a larger campsite, if available.
3. Overflow into additional campsites. We will do our best to place the unit in neighboring campsites.

## Sharing a Campsite

Units may join together in a campsite but each unit must provide it's own two-deep leadership. It is up to the units wishing to share a site to make those arrangements with each other, but both units must coordinate that decision with the camp administration. To accommodate the maximum number of Scouts at camp in a given session, the camp administration may place smaller troops together in the same campsite if necessary. Should the camp administration need to place two troops together in the same campsite, notifications will be made to all units involved.



# PROVISIONAL SCOUTS

Youth who cannot attend camp with their home unit or want to attend another or different week are encouraged to still be able to attend camp. When a youth comes to camp without their unit, they will be placed in a provisional unit with leadership provided by the camp or in another unit that is attending camp that week. This is not recommended for first-time campers. Provisional Scouts should register online at [www.skcscouts.org/camps](http://www.skcscouts.org/camps)

If a youth would like to attend with another unit instead, the youth or unit leader should make arrangements with the unit leader of the unit with which the youth would like to attend camp before that week of camp occurs. For this session of camp, the youth should function as a member of this unit. The provisional Scout should use this unit number on all camp paperwork so that advancement and other records are properly routed back at the

# COUNSELOR-IN-TRAINING

The Counselor-in-Training (CIT) program allows campers to experience what it is like to be a member of the camp staff. Our CIT trainer and camp staff will give Scouts a behind-the-scenes experience on how the camp program and operations take place. Scouts will learn the fundamentals of camp staff, assist in program areas, and meet with the key personnel of our camp staff, giving them an opportunity to ask any questions they may have. This is usually the first step in becoming a member of camp staff for the following summer.

Counselor-in-Training A, which is a one-week program, has a fee of \$100.

Counselor-in-Training B, which is a two-week program, has a fee of \$200.

# FINANCIAL ASSISTANCE

## **DUE BY MARCH 31st**

### ***Camperships***

It is the goal of Camp Falling Rock and Simon Kenton Council that every youth should have the opportunity to attend camp. Camperships are available to help youth and families that need financial assistance. Families and unit leaders of Simon Kenton Council units may apply for a campership for a youth participant through the online registration system when registering that youth. Applications are due in the online registration system no later than March 31st.

Financial aid is not designed to pay the entire camp fee for the Scout. The family, unit, and/or chartering institution should pool their resources first, with a financial aid request designed to meet the balance required.

To apply for financial aid, enter the participant's information into your unit's registration. At the bottom of the screen for entering a participant's information, there will be a prompt asking if that participant wishes to seek financial aid. Once financial aid is selected, the unit leader will be redirected to a separate page to fill out the online campership application form.

# REFUND POLICY

Qualified refunds are made to units, not to individuals, since fees are paid to the camp by the unit. Units should then give the refund to the individual.

## Refund of Site-Saver Deposit

A unit may cancel their camp reservation for the following summer and receive a refund of their site saver deposit prior to December 31st. The unit must send a written or e-mail request for a refund to the SKC Camping Department. The unit site-saver deposit fee is not refundable after January 1st of the year the unit is attending.

## Refund of Registration/Camper Fees

Requests for refunds must be submitted to the camping department as soon as possible for consideration for processing. They can be submitted by email to [Allison.Cramer@Scouting.org](mailto:Allison.Cramer@Scouting.org) or mailed to the Simon Kenton Council:

Simon Kenton Council, Scouting America  
Attn: Camping Department  
807 Kinnear Rd, Suite 200  
Columbus OH 43212

Below is the refund schedule for Summer Camp:

- Refund request received BEFORE May 15th = Refund minus deposit fee
- Refund request received after May 15th before camp = 50% refund
- Refund request received after June 1st of camp = **NO REFUND**

\*\*Refund requests will be reviewed by the camping department and exceptions will be made for EXTREME circumstances only (medical emergencies, death in the family, etc.). Refunds will not be granted for scheduling issues, change of mind, etc.

**Please remember, any and all refunds will be issued by check to the unit (not an individual) from Simon Kenton Council. Qualified refunds are made to units, not to individuals, since fees are paid to the camp by the unit. Units should then give the refund to the individual.**

## Camp Cancellation

In the event a full session of camp is cancelled, full refunds will be made. In the event a session is cut short due to an unforeseen emergency, partial refunds, based on the percentage of the camp session missed, will be made.

# RECOMMENDED PERSONAL GEAR

\*\*\*Please mark all personal items with name and unit number\*\*\*

## Scout Paperwork

- Completed current Medical Form (Parts A, B, and C with doctor signature)
- Totin' Chip
- Firem'n Chit
- Scout Handbook
- Completed Merit Badge Pre-req Work

## Clothing to Bring

- Official Scout uniform (needed for flag ceremonies, chapel, and campfires)

Uniform shirt(s)

Scout shorts and/or pants

Scout socks

Scout belt (or leather belt)

- Clothes for each day (include extras for emergencies)

Shirts (Scouting related preferred, no tank-tops)

Shorts/pants (if not using uniform shorts/pants)

Socks (if not using uniform socks)

Underwear

- Belt
- Hiking boots and/or shoes
- Pajamas or sleeping clothes
- Swimsuit
- Hat

## Camping Gear

- Sleeping Bag or blankets
- Pillow
- Scout knife or pocket knife
- Toiletry articles (toothbrush, toothpaste, soap, comb, etc.)
- Towels
- Spending money
- Tote, footlocker, duffle bag, or backpack
- Water bottle/canteen
- Poncho or rain gear
- Sunscreen
- Work gloves for projects
- Personal first aid kit

## Optional Individual Equipment to Bring

- Order of the Arrow Sash
- Daypack/backpack
- Work clothes (if participating in service projects)
- Ground cloth/tarp for floor of tent (or extra tent covering)
- Watch
- Sunglasses
- Insect Repellent
- Compass
- Matches
- Camera
- Writing materials
- Small, metal mirror
- Sewing kit
- Pre-addressed envelopes & stamps
- Playing cards, frisbee, or other games
- Trading patches

## Special Equipment to Bring

- Participants in the Lifesaving Merit Badge will need to bring long pants, long sleeve shirt and shoes that will get wet.
- Participants participating in the Frontier Program rendezvous should bring a flannel shirt, water container (recycled plastic jugs work best), blanket, and ground cloth (pioneers only)
- Participants in Welding Merit Badge, Metalworking Merit Badge or who want to use the forge will need long natural fiber pants.

## Do Not Bring to Camp

- Knives in violation of the Guide to Safe Scouting
- Fireworks
- Archery equipment or firearms
- Bicycles
- Martial arts equipment



# RECOMMENDED TROOP GEAR

## Paperwork & Essentials

- Registration paperwork and necessary payments
- Unit rosters (multiple copies)
- Med Form binder or briefcase
- Prescription Medications (in properly labeled containers and separated by youth)
- Copies of Special Dietary Needs requests
- Insurance claim form and policy number (for out-of-council units)
- Merit Badge Blue Cards

## Equipment Provided by Camp

- Latrine with washstand
- Broom, shovel, and rake stocked at the latrine
- Toilet paper available for free at the Trading Post
- Trash can with lid (trash bags available for free at the Trading Post)
- Fire ring
- 2 picnic tables
- Dining fly
- Scouting wall tents in campsites (one tent for every 2 youth or adults) upon request
- Folding cots and end pieces (1 per participant)

## Recommended Unit Equipment

- Lanterns & fuel (propane only please)
- First aid kit
- Lockable cashbox
- Rope & twine
- Frisbee, playing cards, and other games

## Optional Unit Equipment

- Spare blankets and ground cloths
- Cooking & dishwashing gear
- Dutch ovens
- Coffee & coffee pots (for adults in campsite)
- Water jugs/coolers
- Axes & saws
- Surprise awards and/or snacks for Scouts
- Patrol equipment boxes
- American Flag
- Troop/Crew Flag



# UNIT PRE-CAMP PLANNING

As your unit prepares to collect money, finalize its registration, and share information with parents, it may be a good idea to have a unit leadership meeting to confirm your unit's plans and logistics. If your leadership is all on the same page regarding your unit's organization and policies for camp, you can better ensure a consistent and quality experience for your Scouts and their families.

## Pre-Camp Logistics

### **Registration and Payments**

- When is your unit's deadline for each family to pay for summer camp? (to allow you to meet the April 30th Regular Fee deadline)

### **Medical Forms**

- What will be your deadline to have all updated Annual Health and Medical Records collected from all youth and adults going to summer camp
- How many copies of your unit's medical records will your unit take to camp (one copy will stay in the Health Lodge)
- Which youth will need to take prescription medications during the week, and at what times of the day? Which adult leader(s) will be responsible for overseeing this process?

### **Travel Arrangements**

- What time will your unit meet on Sunday to depart? Will this location be the same as it is for your other year-round campouts?
- Will your unit be stopping for lunch on the way to camp, or should all participants eat before your unit gathers?
- What time do you plan to be back on Saturday for parents to pick up their youth?

### **Communication**

- When will you meet with parents prior to camp to distribution information?
- How will parents communicate with the unit and unit leaders during camp? Is there one contact person in or out of camp they should coordinate with?

### **During Camp**

- How will your unit keep track of merit badge progress and completed blue cards during the week?
- Will your unit have any policy or method of keeping track where each Scout is going during each session?
- What will your unit's policy be regarding spending money?
- Will your Scouts hold their own spending money, or will the unit secure the money in a lockable container?
- Are there certain items in the trading post your unit are not allowed to purchase? Are there any specific hours that you do not allow your Scouts to buy snacks?
- How will your unit handle any emergencies?
- Who will have copies of your unit rosters?
- Do you (and your unit) know where the rally point is in camp?
- Is your unit first aid kit properly stocked to handle any basic medical needs?
- What is your unit's policy on youth having electronic devices?
- Will you allow Scouts to call home? What if they are homesick?

It is highly recommended that your unit hosts an informational meeting for parents prior to summer camp. Some units hold this meeting several months before camp, while some wait until several weeks before camp. Below is a list of topics that you may wish to cover with the parents in your unit prior to camp.

# UNIT PRE-CAMP PLANNING

## Payment Deadlines

Your unit leadership should clearly communicate deadlines for any payments to either Simon Kenton Council or your unit. We suggest setting your unit's payment deadline several days prior to the actual council deadlines to allow time for any issues that may come up with collecting payments.

## Departure and Arrival

- The times and locations of your departure for camp and expected arrival back from camp should be determined. Please note that check-in starts no earlier than 2:00 PM on Sundays, and we ask that units plan to depart no later than 10:00 AM on Saturdays. The following travel plans should also be discussed:
- If a lunch stop is planned/needed on the way to camp, families should be aware so they can plan for youth to have money with them.
- Personal gear should be packed with the expectation that gear may not be accessible upon arrival at camp. Your unit may want to encourage participants to bring a daypack with their swimsuit, towel, water bottle, rain gear, and any other anticipated needs for the first several hours at camp.

## During the Week

- There are several topics that your unit may want to share with your parents in preparation for their youth to spend a full week at camp. It is recommended that your unit share their policies and thoughts on the following topics:
- The general camp program schedule and activities offered during the week.
- Recommendations to assist with packing for camp (see PARTICIPANT PACKING LIST on previous pages)
- Keeping track of merit badge and program progress during the week
- Youth possession and use of electronic devices.
- Unit protocols and routines for youth taking prescription medication
- Suggested amount and safe storage of each youth's spending money.
- Food and drink in the unit campsite.
- Unit policies on purchasing snacks and drinks from the trading post (i.e. hours that youth are not permitted to visit the trading post).
- Communication between youth and their parents during the week (e.g. phone calls, mail, etc).
- Camp policies and procedures pertaining to youth and unit activities in camp.

## PARENT COMMUNICATION

- It is recommended that each troop have one person out-of-camp serving as the main point of contact for parents during the week. That contact person can then relay any information, concerns, or questions to the unit leader(s) in camp. This is especially important during times of severe weather in camp as multiple phone calls from parents in the unit can disrupt the unit leader(s) responsibilities and ability to address the needs of their youth.
- Parents should be reminded that calling their youth or adult leaders at camp is not suggested as it requires the camp administration to pull them out of the programs and activities in which they are participating.

# CHECK-IN PROCEDURES

## Arrival

Please plan to arrive in camp between 2:00 p.m. and 4:00 p.m. in the afternoon. Please do not plan to arrive early, as the camp staff is not able to accommodate early arrivals. Camp staff will greet you upon arrival in the parking lot and assign you a Staff Troop Guide who will guide your unit through check-in and serve as a liaison throughout your camping experience.

## Vehicles & Trailers

Upon arrival at camp, all vehicles will proceed to the parking lot. After the unit has been assigned a Staff Troop Guide, a member of the Ranger Staff will meet up with your unit to arrange the possibility of bringing one vehicle and/or trailer into camp. In general, given the terrain of camp and the location of the parking being near most campsites and program areas, vehicles and/or trailers will most likely remain in the parking lot for the duration of camp. However, the Ranger Staff may, at their discretion, find the opportunity to have vehicles and/or trailers move closer to a unit's campsite.

Units will have the opportunity to use camp wagons to take their gear to their campsite or load their gear on a camp trailer for it to be transported for them. No unit vehicles are permitted to be operated in camp without the explicit permission and/or supervision of the Ranger Staff or Camp Administration.

## Registration

The Unit Leader is to proceed to "Check-in" in Legend Lodge adjacent to the parking lot as instructed by the camp staff. While the Unit Leader is at registration, the Staff Troop Guide will proceed to the campsite with the unit. Please have the following items completed and ready when you arrive to make check-in at camp as simple and fast as possible.

Two adult leaders are needed for check-in, one for registration, the other for health form reviews.

One adult leader will meet with registration and need:

- The unit's camp roster, including any leaders who may rotate in or out of camp during the week. Your Staff Troop Guide will show you the camp's unit roster generated by the online registration system. Once the camp's unit roster has been revised and verified, the Unit Leader will bring their roster with them to the administration building.
- Copies of receipts of all camp payments online or in person prior to your arrival at camp.
- Check, cash, or unit credit card for any balance due for camp fees or visitor meals.

The other Unit Leader will meet with a member of our Health Staff to review the Annual Health and Medical Records. Annual Health and Medical Records must have all appropriate signatures for each person (youth or adult) who will be staying overnight during the week. A health form is required for anyone staying overnight at camp.

# CHECK-IN PROCEDURES

## Camp Orientation

- 1. GO TO YOUR ASSIGNED CAMPING AREA**, unload equipment, and minimally set up your campsite (you will have more time later in the afternoon to complete set up). Please have everyone store gear and change into swimsuits. Shoes must be worn. Your Staff Troop Guide will immediately prompt your unit to head out of the campsite to the remaining check-in stations. Please follow the directions of your Staff Troop Guide.
- 2. GO TO THE DINING HALL** for orientation and table assignments.
- 3. GO TO THE FIRST AID STATION** for a safety talk. All Health Form re-checks and medicine collection will be completed in the campsite by a Health Lodge Representative upon arrival.
- 4. GO TO THE POOL.** Swim checks will be given to everyone during check-in to determine their swimming ability, and buddy tags are issued at this time. Swim Checks are also held during the week for those who wish to move up in classification. Classifications for ability groups are as follows:
  - Non-Swimmer (White) - Comfortable in shallow water.
  - Beginner (Red) - Can jump into water over their head, swim 25 feet, turn around, and swim back 25 feet.
  - Swimmer (Red & Blue) - Can jump into water over their head, swim 100 yards (75 yards with any strong stroke and 25 yards using a resting backstroke), and rest by floating.
- 5. RETURN TO THE CAMPSITE** for additional camp set-up. Your Staff Troop Guide will help your unit complete their inventory/equipment paperwork, as well as setting up the remainder of their tents and cots. Should your unit not finish their campsite setup by dinner time, a team of camp staff will assist in completing your setup after dinner.
- 6. FRIENDSHIP CIRCLE, FLAG CEREMONY, AND DINNER** will take place in the Parade Field and Dining Hall starting at 6:20. Waiter call will be played at 6:10, indicating that each unit should send their assigned waiters to setup for dinner. Even if your campsite setup is not complete, please stop and prepare your unit to be on time for Friendship Circle. Attire for Sunday dinner is the Field Uniform (uniform shirt, Scout shorts/pants, Scout socks, etc). Your unit will not be returning to their campsite immediately after dinner, so make sure each participant has their flashlights and water bottles with them  
*Note that this dinner time is slightly later than during the week to better accommodate check in.*
- 7. THE CAMPWIDE TOUR** will take place immediately following dinner. Your unit will be dismissed from dinner to their Emergency Signs, then a staff member will escort them on a tour of the camp. While the Camp wide Tour is taking place, meetings will be held for Unit Leaders and Senior Patrol Leaders. It is also at this time that camp staff will be dispatched to any campsites that are not fully setup to finish setting up tents and cots.
- 8. CHAPEL AND CAMPFIRE** follows the Camp wide Tour. Assuming reasonable weather, both Chapel and Campfire will take place at the Upper Amphitheater. Following the conclusion of Campfire, units will be dismissed back to their campsites. Taps will play shortly after campfire, indicating campsites should remain quiet and youth should be heading to bed.

# CHECK-OUT PROCEDURES

## Friday Checkout Meeting

Please plan for the Unit Leader and Senior Patrol Leader to attend a Check-out Information meeting immediately following dismissal from lunch on Friday.

The Ranger staff, weather permitting, may offer to escort unit vehicles into camp immediately after the Friday Check- Out Meeting to hook up to their trailers in preparation for Saturday. Otherwise, arrangements will be made to move equipment from campsites on Saturday morning. Any and all decisions regarding equipment movement related to check-out may be altered at the discretion of the Ranger and/or Camp Director but will be communicated during the Check-out Information meeting.

## Saturday Morning

Friendship Circle, Breakfast, and Flag Ceremony will occur at their regularly scheduled times. Unless otherwise arranged with the camp administration, your Staff Troop Guide and Check-out Commissioner will not be available to check your unit out until after Flag Ceremony has been completed.

After flag ceremony, your Staff Troop Guide will meet you in your campsite to assist you with your check-out procedures. Guide must ensure that it was completed to the expectations of the camp administration.

Your unit's gear is packed up and loaded into camp wagons, the camp trailer, or your trailer and/or vehicle. Your unit will be responsible for making sure the campsite is ready for the next unit that will arrive on Sunday:

- All trash will need to be picked up, and the campsite policed for any remnants of trash
- All camp picnic tables must be placed under the dining fly
- The fire ring must be cleaned out, and the fire ring moved under the picnic tables
- Your campsite latrine must be cleaned out, and all campsite tools returned to the latrine. If your unit is sharing a latrine with another campsite, the first unit to leave is responsible for cleaning the latrine
- The campsite trash can must be emptied and returned to the dining fly. All bags of trash are tied and set by the road. Please help our Ranger Staff by not saving filled trash bags until Saturday. Please set your bags out during the week as they become filled.

Once your Staff Troop Guide has deemed that your unit is ready to be checked out, they will call for a Check-out Commissioner from Legend Lodge. The Check-out Commissioner will then verify that all steps of the check-out process have been completed.

When the Check-out Commissioner verifies that your unit is checked out, they will then call for and authorize the Ranger Staff to assist in moving your equipment from the campsite to the parking lot.

No unit vehicles are permitted to be moved without the permission and escort of the Ranger Staff

The Ranger Staff will not escort the unit vehicle out of camp until the Check-out Commissioner has verified that the unit is checked out.

Your Staff Troop Guide will guide your troop to the parking lot for final departure. Please make sure to...

- Grab one more Ski from the Trading Post
- Pick up your Annual Health and Medical Records and medications from the Health Lodge
- Check the Lost and Found in Legend Lodge

# CHECK-OUT PROCEDURES

## Reminders

- Merit badge and advancement requirements will be provided to the unit leader at time of Check-out. Please check all advancement materials thoroughly! It is much easier to make corrections while you are still at camp.
- Check-out is required for all units, regardless of departure time.
- Place all tied trash bags trash by the nearest main road for pick-up by Ranger Staff.
- Check with the Office Manager for any mail items that may not have been picked up.
- Don't forget to turn in your camp survey to your Staff Troop Guide.
- Please plan to depart by 9:30 a.m. Have a safe trip home!

## Damaged Equipment

Scouts are expected to properly care for all the equipment they use. Sometimes, however, equipment is damaged and it needs to be repaired or replaced. If you find something that needs repaired in your campsite, please notify the camp administration as soon as possible. Our Ranger and operations staff pride themselves on assisting you with your needs in a timely fashion.

If members of your unit misuse camp equipment, the cost of repairing or replacing any damaged equipment is the responsibility of the unit and should be settled before your unit leaves camp. The unit may then request the individual member who is responsible to reimburse them. In the event unreported damages are discovered after your departure from camp, an invoice will be sent to your unit for payment.

## Equipment Damage Charges

Each camper and troop is responsible for taking care of the camp equipment assigned for their use. In case of damage to this equipment, the unit is responsible for the cost of repairing or replacing the damaged item (unless the individual is registered for camp without a unit). The current fees for damages are as follows:

Full Cot replacement (when canvas and/or frame are damaged) - \$120.00

Cot end board replacement - \$15.00 each

Cot leg or sideboard replacement - \$20.00 each

Cot canvas replacement - \$30

Picnic table boards - \$15.00 each

Rip in tent/cot (if patchable) - \$5.00 per inch

Writing on tent canvas - \$500 (writing on canvas is not removable, new tent will need to be purchased)

Broken wooden tent poles - \$20 per pole

Charges for destroyed waterproofing (including using bug spray in/around canvas) and types of damage not noted above will be determined on a case by case basis. The maximum fee per tent and/or other equipment is \$600.00.

# PROGRAM OFFERINGS

## The Open Program

One of Camp Falling Rock's unique features is the "Open Program". Rather than having scheduled times for most merit badges, program areas are set up to facilitate Scouts on their own pace. This affords unlimited time for skill mastery, supported by one on one or small group attention from our staff. A Scout well prepared for camp can earn an impressive number of merit badges, or a Scout can dive into a topic or project with great depth. Scouts are all different, all have differing learning needs, all have different goals for what they want out of camp. The Open Program is designed to be responsive to this wide range of learning outcomes.

We firmly adhere to the Scouting America Guide to Advancement, and the definitions given for demonstrate, discuss, explain, list, show, tell, etc.

## Preparing for Camp

In the lead up to camp Scouts should look through the Program Guide, and select what merit badges they might like to work on during camp. They should think about their priorities and what goals they want to accomplish.

To help with this process we have developed a planning sheet to help Scouts look at their week and set their goals. We encourage Scouts to come to camp with a plan of what they want to accomplish and how they will best use their time.

Keep in mind that a plan is not a strict schedule. Scouts may find that some badges or projects may take more or less time than they expect. Revising their plan several times during the week is a normal part of the process.

Finally, many badges will benefit by Scouts having at little starting knowledge and being able to contribute to discussions. We encourage Scouts to read the requirements for each badge before coming to camp, and research some possible answers and ideas to questions they think might come up. We discourage the use of workbooks, however, we find they often limit the open ended exploration of a topic and a pre-written response does not always meet the guidelines in the Guide to Advancement.



# PROGRAM OFFERINGS

*A PDF version of the Program Planner is available in the attachments section on the registration page or on the Summer Camp website.*

## Program Planner

Name \_\_\_\_\_ Troop/Campsite \_\_\_\_\_

<b>My top priorities to complete are:</b>	1)	2)			
	3)	4)			
<b>Some things I'd like to be able to do are:</b>	1)	2)			
	3)	4)			
<b>Some things I'm interested in that I could fill my extra time with</b>	1)	2)			
	3)	4)			
	Monday	Tuesday	Wednesday	Thursday	Friday
Morning Session					
Afternoon Session					
Evening Session (check the Program Guide for available evening offerings)					

# MEALS AND FOOD SERVICE

Simon Kenton Council partners with an outside vendor to provide outstanding nutrition and meal services to our camps. Everyone must attend meals as a way of periodically verifying the whereabouts of all campers and leaders in camp. If a member of your unit is missing at mealtime, please report this to the camp administration present in the dining hall or in the administration building

## Dietary Restrictions

We are able to accommodate a wide range of dietary restrictions with sufficient advance notice. Please complete a dietary restriction form ASAP upon registration, available on the SKC website. Should a food allergy be severe enough to warrant the unit bringing additional food for a participant, arrangements should be made with the camp administration prior to arriving at camp.

## Dining Hall

Each unit will be assigned a table in the Dining Hall on the first day of camp. Units are responsible for setting up, cleaning, and caring for their table and the immediate area around it. Larger units will be split across multiple tables.

## Table Waiters

Twenty minutes before each meal waiter call will play over the camp PA system. Each unit should send one waiter for each table they have in the Dining Hall. It is best to have these assigned for the week at the beginning of the week, so that every Scout knows when to report. Table waiters, with direction from the Dining Hall Steward, will set up the tables before the meal, they will stay after and clean the tables, stack chairs, and help sweep/mop. If your unit has the excess adult supervision, adult volunteers are always appreciated during the setup and cleanup processes.

## Totems

Our camp staff eats meals dispersed throughout the units. For many of us sharing a meal with a unit is one of our favorite camp traditions. At the side of the Dining Hall is a shelf of staff totems, each staff member selects a small object that somehow represents themselves. Selecting one and bringing it to an extra seat at your table reserves that staff member to sit with you.

## Friendship Circle

Ten minutes before each meal all of camp comes together at Friendship Circle, just outside the Dining Hall. Staff will lead some kind of skit, song, activity or other general

## Meal Time Schedule

	Waiter Call	Friendship Circle	Meal Time
Breakfast	7:40 AM	7:50 AM	8:00 AM
Lunch	12:10 PM	12:20 PM	12:30 PM
Dinner	5:40 PM	5:50 PM	6:00 PM



# HEALTH AND SAFETY

## Health Lodge

A First Aid Station/Health Lodge is in camp and staffed by personnel trained to handle minor accidents and illnesses. First aid at camp is just that . . . first aid and initial care. Special arrangements for the treatment of more serious cases have been made with local facilities. All medical emergencies must be reported to the Camp Administration immediately.

## Sick Call

Following each meal the Health Lodge will have sick call. This is for any non-emergency situations that may arise such as sunburns, skin irritations, and administration of regular medications. If medications require administration outside of these times, please make arrangements with the Health Lodge Staff at check in.

## Prescription Medications

All non-emergency/routine prescription medications are to be secured in the Health Lodge. They must be noted on the participant's health form, and come to camp in the original labeled containers to ensure correct administration.

## Emergency Services

Local EMS is on call 24 hours a day. Please alert Camp Administration immediately if an emergency situation arises requiring EMS attention. Camp Administration can be found at Legend Lodge, or are reachable by radio through the area directors in all program areas.

Bring the patient to Health Lodge with a unit leader, or emergency camp transportation may be summoned by the nearest senior camp staff member if necessary. If the patient cannot be moved, send a runner to Legend Lodge.

The Health Lodge staff will administer further first aid to the extent of their training and certification. If further medical attention is required, the Health Officer and Camp Administration will consult with the unit leader on the best course of action.

Financial responsibility for any medical treatment received at a local clinic or hospital is the responsibility of the family, not Simon Kenton Council.

Should the patient require additional care outside of camp, the Health Lodge staff and Camp Administration will assist with the following preparations

- Patient's Health History/Medical Evaluation
- Insurance Claim Form
- Additional adult supervision for the transport into town OR for the unit's campsite if needed to maintain Sageduarding Youth Guidelines

Upon return to camp, patient must report to Camp Administration or Health Officer with written documentation that they are cleared to return to activity or if they have any activity restriction.

# HEALTH AND SAFETY

## Medical, Health and Sickness Insurance

The Simon Kenton Council provides accident and sickness insurance coverage for each registered member of our council. This council-wide coverage protects each member all year long while attending official Scouting functions. Maximum benefits are \$15,000 for Accident Medical expenses and \$7,500 for Sickness Medical expenses (sickness that manifests itself during the Scout's activity). All claims are to be submitted directly to SKC Leadership Development Center by the family. Claim forms may be obtained at the SKC Leadership Development Center or the Health Lodge. Contact the Simon Kenton Council for further details.

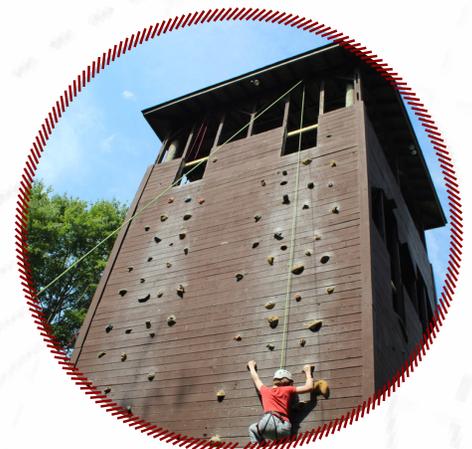
NOTE: All units or individuals visiting Camp Falling Rock from out of council must provide their own insurance and claim forms, in case of accident or illness while at camp or in route to camp. You will be required to provide proof of coverage at Legend Lodge.

Scouting America's Accident and Sickness Insurance plan's purpose is not to replace or diminish the need for family health insurance. Rather, its purpose is to provide assurance that financial help is available to help meet emergency medical expenses should an injury or illness occur during a Scouting activity.

The "responsible party" for all medical services is the family of the person injured, and the family's health insurance should be reported as such to ensure proper billing.

Units of the Simon Kenton Council are automatically covered by this plan. Out-of-Council units are covered only when: a) their unit purchases this optional coverage, or b) their home council has a blanket policy covering all council units. Some out-of-council units may have their own accident and sickness policy that is separate from the BSA plan. In any case, out-of-council units will need to bring with them the appropriate policy number and claim form for use in making claims.

Use the claim form provided to you. The unit leader should complete the leader's statement on the claim form and sign. Have the attending physician complete and sign his statement on the claim form or issue his own statement. Attach all bills to the claim form and give to parents. Parents then complete their statement (especially family insurance information) and send materials to the address on the claim form. Parents should keep a copy of everything sent to insurance companies.



# EMERGENCY PROCEDURES

Emergency situations must be reported immediately to the nearest camp staff member or to the Camp Administration

All camp-wide emergencies are under the direction and supervision of the Camp Director. Everyone is expected to cooperate and follow instructions of the Camp Director or his/her designee. This will help to ensure everyone's safety and to resolve the emergency expeditiously.

All Scouts and leaders must be familiar with basic camp emergency procedures and emergency signals. An emergency drill will be held within 24 hours of the start of each camp session. It is important to remain calm during an emergency, especially when giving instructions to your unit

## **Camp Mobilization Procedures**

- When camp mobilization is required, the emergency signal will consist of three short blasts of the camp signaling horn. Please remember that every minute counts and to move quickly when you hear the emergency horn.
- All camp programs and activities will cease when the emergency horn sounds, and staff members in those areas will remain until their area is clear of campers before continuing.
- Everyone should proceed quickly and safely to the designated emergency area located in the Parade Field unless otherwise noted. Unless they have already been given emergency instructions, staff members report to the camp office.
- Adult leaders in campsites should assist in clearing everyone out of the area, making sure that no one is left behind or asleep. However, leaders should not return to their campsite if they are already in another area of camp but should proceed directly to the designated emergency area.
- Leaders should take roll of who is present and missing. This should be reported to the Camp Administration staff that will be standing in the Parade Field.
- Campers and leaders remain assembled until further instructions are given or until all clear is sounded. Please keep your unit quiet and together throughout the duration of the emergency so as not to distract or delay other units in checking in their campers.

## **Lost and Missing Persons**

- Please remember that camp has activities available over a large area, with on property hikes to remote areas. Most "lost" Scout situations involve a camper or leader not knowing where another camper is, rather than the camper being lost.
- First, search the campsite thoroughly. Check all tents, latrines, and the immediate vicinity. Very often, campers reported missing after taps are often found asleep in their tents.
- Second, check areas where the camper was last reported to have been seen or been heading.
- If a person misses a scheduled meal without prior notification, they are to be considered missing.
- Treat all reports of missing persons seriously. Notify the Camp Administration immediately of who is missing, where they were last seen, when they were last seen, what unit and campsite they are in, and any other pertinent information.
- The Camp Director will determine a plan for the search. Camp Mobilization is treated as a last resort but may become necessary if all other attempts to find the missing camper are not successful or to determine if multiple persons are missing.

# EMERGENCY PROCEDURES

## Severe Weather

Severe weather at camp can include light to heavy rain, thunderstorms, high winds, tornadoes and flash floods. These can approach quickly and without warning, and they can strike at any time of the day or night. Camp management monitors local weather conditions and takes steps deemed necessary to protect campers, leaders and staff. Follow instructions as directed, including for mobilization.

- **Severe Thunderstorms.** Take shelter in substantial buildings or structures. Program areas will remain open when appropriate, or alternative programs will be available. The Camp Director when necessary may call for camp mobilization in the dining hall or other camp locations.
- **Tornado.** Proceed to areas as instructed for maximum protection. Stay away from windows. If caught in the open with an approaching tornado, seek a low area and lie there. After the tornado passes, the camp will mobilize. All cinderblock campsite latrines and buildings serve as an emergency shelter in the case of a tornado.
- **Flash Flood.** Flash floods can occur after heavy rains, even when the rains are not in the immediate area. Seek higher ground and shelter. Avoid streams and creeks, and do not cross fast-moving water.
- **High Wind.** Seek shelter from the hazards of flying debris.
- **Lightning.** Avoid tall metal objects and aquatic activities. Seek shelter. If caught in an open area, squat with hands shielding the head and avoid contact with the ground except for shoes.
- **Heat.** Summer temperatures in the afternoon can be blazing. At times it may be necessary to reduce action and increase WATER intake. Soft drinks, tea, or coffee DO NOT replace WATER. The staff will do its best to inform you when extra care and concern are needed, based on a nationally recognized heat index. Drink Water - Drink Water - Drink Water

## Fire Emergencies

- Small fires that are easily fought using immediately available firefighting equipment must still be reported to the Camp Director, Camp Ranger, or nearest staff member as soon as possible for further assessment.
- Out-of-control fires and structure fires must be reported immediately to the Camp Director, Camp Ranger, or nearest staff member, as the safety of everyone in camp is of paramount importance.
- The camp will assemble according to the Camp Mobilization Procedures in an area that is deemed safe and away from the fire.

## Aquatic Emergencies

- The camp will follow the Lost Bather plan when a buddy tag is unaccounted for on the "IN" board or when a person is unaccounted for during a buddy check.
- The aquatic area will be quickly and safely cleared and secured for the search.
- The Aquatics Director will immediately notify the Camp Director of the lost bather, and the Camp Mobilization Procedures will be activated.
- A lost person search will simultaneously be conducted throughout camp.
- Management of buddy tags and buddy boards is the responsibility of the aquatics staff. Unit Leaders should support the aquatics staff by setting a positive example for campers. Campers or leaders who forget their buddy tag are NOT to be ridiculed.

# EMERGENCY PROCEDURES

## Earthquake

- Earthquakes are very uncommon in Ohio, but the following steps should be followed if one occurs:
- Earthquakes usually strike without warning.
- If you are inside, stay inside; if you are outside, stay outside.
- Take cover under a heavy table, desk or bench, in a supported doorway, or along an inside wall.
- Do not use any flame source, as there may be gas leaks.
- Avoid electrical wires that may have fallen.
- Follow the Camp Mobilization Procedures and assemble in a safe, outside area.

## Security

- All participants and leaders must be appropriately registered members of the Scouting America, and must be registered at camp. Camp identification is required, and the appropriate wristbands must be worn at all times. Unregistered, non-Scout siblings are not permitted in camp.
- Any suspicious individual, group, or vehicle should be reported to the Camp Administration immediately for resolution.
- When exploring remote areas of camp, always have a buddy.
- Do not enter other campsites without permission.
- Everyone must sign out in the Administration Building, before leaving camp for any reason. This is particularly important during emergencies. Everyone leaving camp must sign out (and in).
- Unit leaders are responsible for knowing who is authorized by custodial parents/guardians to pick up a Scout and for ensuring that Scouts leave camp only with authorized individuals. Unit Leaders must consult with parents/guardians and complete a Camper Release form, which indicates specifically who is authorized to check-out and leave camp with the Scout.

# SCOUT DISCIPLINE POLICY

1. It is expected that all Scouts camping at Camp Falling Rock will live up to the principles and values of the Scout Oath and Law. To allow unit leadership and their Scouts to more clearly understand their rights, and what course of action will be taken if their rights are violated, the following information should be shared before arriving at camp:
2. The Scout Oath and Law are the foundation of all rules in camp. The unit leadership is responsible for enforcing these rules and disciplining those Scouts that break them.
3. In the case of inter-troop conflicts or problems, the unit leadership of the individual Scouts involved is responsible for disciplining each of the individual Scouts.
4. The camp administration (beginning with the Camp Director and Camp Commissioner(s) of any camp involved) is available and prepared to assist in initiating and establishing communication in the event of inter-troop problems.
5. If the camp administration believes further disciplinary action is required of the unit leadership, they will request it to the unit leadership. If it is not forthcoming, the Chartering Organization and District Executive will be contacted.
6. The camp administration encourages unit leadership to send any Scout home immediately who steals, vandalizes, or intentionally places another Scout in danger or harm. The administration reserves the right to take that action themselves if necessary, including sending the entire troop home within 24 hours, if necessary.
7. Hazing, “midnight raids”, tent-ditching, or other such pranks or similar activities are not allowed at any time at Camp Falling Rock. Such activities place Scouts at risk of injury and may cause bigger problems to occur because of seemingly small rituals getting out of control.
8. Discrimination of ANY kind is not acceptable or tolerated within Scouting, regardless of race, color, ethnicity, religion, sexuality, gender identity, or orientation. ALL Scouts are to be respected and treated as such. A zero tolerance policy is in effect. Should any discrimination occur, responsible parties will be escorted off-premises immediately and the incident reported to local and National BSA authorities.
9. A curfew of 10:00 P.M. will be enforced for all Scouts. Scouts are required to be in their campsites by 10:00 P.M. Any Scout who must leave a campsite after 10:00 P.M. must be accompanied by an adult unit leader or camp staff member. Always maintain two-deep leadership (no one-on-one contact between Scouts and adults).. Scouts may attend a scheduled camp activity past 10:00 P.M. if they have their leader’s permission and they use the buddy system. Activities could include night hikes, star party, and outpost activities under camp staff leadership.

Our Scout camp will be a safe haven for the ideals of the Scout Oath and Law.



**Camp Falling Rock**  
**Simon Kenton Council**

**Scouting**  **America**<sup>TM</sup>  
**Simon Kenton Council**