

**BUG**  
**hunters**  
CIRCLE TEN COUNCIL • CUB CAMP 2017

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# CUB CAMP REGISTRATION

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In other words, how to organize  
for cub camp and turn in a  
completed packet the first time!



# Cub Camp North Star District

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- Basic Information

- Monday, June 12 – Friday, June 16, 2017
- 3:00 pm – 8:00 pm
- Family Picnic – Friday, June 16 @ 7:00 pm
- Egg Drop - Friday



# Cub Camp Organizer

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- One adult to organize
  - Collect paperwork
    - Verify paperwork is complete
  - Collect money
    - Cash, one check, many checks okay
  - Work with Parents to enter online registration.



# Unit Organization

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- Each unit (group of boys) should have 2 adult leaders each day (over 18 years of age).
- A unit (Cubs or Webelos) consists of 8-10 scouts maximum.
- Dens can combine to form units.



# Combining Units

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- Packs desiring to come but who don't have enough adults to have 2 adults each day, will be combined with another unit.
- Packs can check with other packs before camp to put together units comprised of more than one pack.



# Age Levels

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- Boys attend camp based on the level they will be in the fall.
- For example a current Tiger Cub Scout (1<sup>st</sup> grade) comes to camp as a Wolf Cub Scout (2<sup>nd</sup> grade)
- A Bear Cub Scout (3<sup>rd</sup> grade) comes to camp as a Webelos Scout (4<sup>th</sup> grade).



# Units

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- Each pack should plan to have a Wolf/Bear unit and a Webelos unit.
- Webelos should be in a unit separate from the younger cubs as the older boys will be working on activity pins and other challenging activities.





# Tagalongs

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- Tagalongs are unit leader's children who come to camp on the day their parent attends.
- Tagalongs must be 5 by June 12 of the current camp year and can be boys or girls up to age 14.



# Den Chiefs

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- Each unit can bring one den chief (boy scout)
- Den Chiefs do not participate in the daily activities. They come to help the unit leaders.



# Junior Staff

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- Must be 14 years old by June 12 of the current year (BSA requirement)
- Can be a Boy Scout or a girl
- Work with an adult to run activity areas
- Can work from 1 day to all 5 days
- Need to take the Venturing version of online Youth Protection Training (Y02)



# Dress Code

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- Age Appropriate
- Youth – Follow School Dress Code
- Violations – Option to Change / Correct  
Before Being Sent Home



# Adult Staff

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- Each cub camp unit **must** provide one (1) adult to work at least two days of camp for the camp staff – running an activity area. See next slide for details.
- A minimum of 8 adults are needed to staff camp activities each session.





# Shooting Sports

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- Certified personnel are needed to man the BB gun and Archery ranges.  
(4 per session minimum)
- The council is offering training, see council website for details.



# First Aid Station

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- If you have anyone who is a nurse, doctor, paramedic, etc who can back up our camp nurse as needed please contact the director.





# T-shirts

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- All adults will need to purchase a current years camp t-shirt for \$10.00
- T-shirts can be picked up at camp setup
  - Saturday only
- Extra t-shirts may be available



# Staff T-shirts

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- Adults working staff for 3 days will receive a free staff t-shirt.
- Sign up early to make sure you get the right-sized t-shirt
- Extra t-shirts in your size may not be available the week of camp.



# Junior Staff T-shirts

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- Junior staff working 3 days will receive a free staff t-shirt.
- Junior staff (Boy Scouts) only coming to work 1 day can work camp in their uniforms (check with director prior to start of camp week)



# Patches

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- Will be given out on Friday at the end of camp when camp evaluation is turned in at camp headquarters
- Each unit receives 1 patch per registered boy or tagalong and 2 patches for the adults.
- After the patches have been distributed, unit leaders can come and request extra patches for adults or den chiefs until we run out of patches.



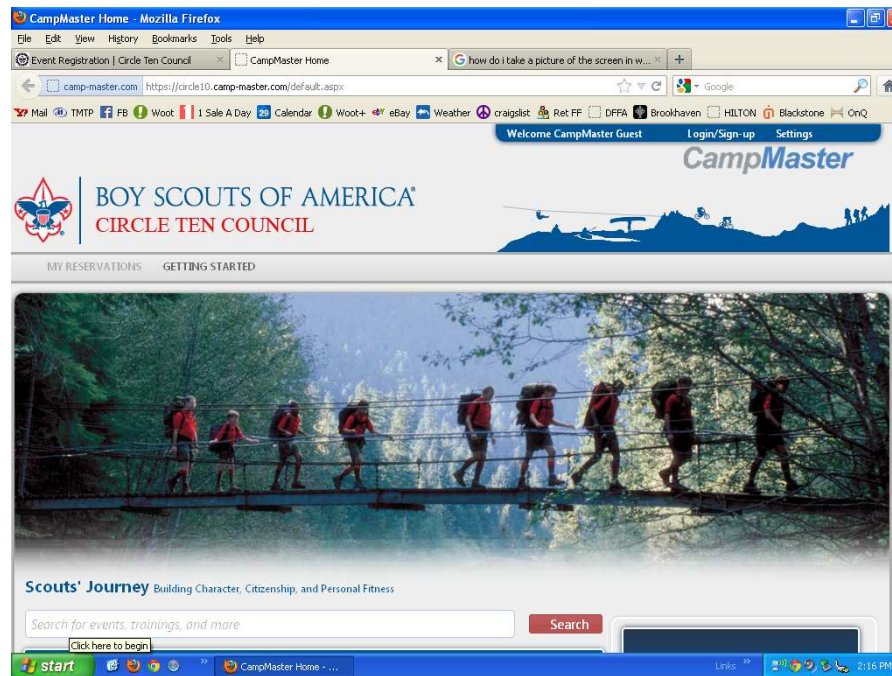
# Money

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- Cub Scouts/Webelos
  - \$75.00 if paid on-time
  - May 31<sup>st</sup> is the cutoff
- Tagalongs - \$30.00
- Den Chiefs - \$20.00
- Adult t-shirt - \$10.00

# Money and Online Registration

- Online payment through
- “CIRCLE TEN Campmaster”





# Circle 10 Campmaster

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- You will need to create an account for each participant (only once)
- You will receive confirmation from Circle Ten verifying your sign up. Our event is North Star Twilight Camp.
- After you register you will get an email from Campmaster, you can pay at this time with Credit card (each Participant)



# Forms – Youth

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- Youth = (under age 18)
  - Cub Scouts
  - Webelos Scouts
  - Den Chiefs
  - Tagalongs
  - Junior Staff





# Forms – Youth

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- Must turn in for each person listed above:
  - Part A & B Medical Form (3 pages)
    - Turned into Camp Nurse
  - Copy of Shot records
    - Turned into Camp Nurse
  - Birth Certificate (Tagalongs)
  - Copy of Venturing YPT (Junior Staff)



## Forms – Adult

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- Adult = anyone 18 years of age or older

Must submit forms even if working for 2 hours or more (TDH)



# Forms – Adult

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- Must turn in the following forms:
  - Part A & B Medical Form (3 pages)
    - Turned into Camp Nurse
  - Copy of Face-to-Face YPT card dated within 2 years of camp start date (TDH)
  - Volunteer Staff Agreement
    - Circle One, Volunteer or Staff
  - Copy of the results from the Texas Sexual Offenders database (see next slide)



## Forms – Adult

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- Link to the report from the Texas State Sexual Offenders database (required for each adult working at cub camp).
- <https://records.txdps.state.tx.us/SexOffender/PublicSite/Application/Search/Search.aspx?SearchType=Name>



# Unit Summary Forms

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- Must be submitted with each unit attending.
- Alphabetize
- On-line spreadsheet format



# Unit Summary Forms

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- One cover sheet
- One page for adults
- One page for boys
- One page for tagalongs/den chiefs



# Bonus

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- On-time & completed registration receives pick of unit name
- Complete = all forms, shot records



# Things to check

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- Signatures
- Shot dates or copy of shot record
- Information filled out
- Correct money





# On-line Registration

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Online registration may be completed at any time.

**PLEASE REGISTER EARLY!**



# Registration

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- **DO NOT** turn registration in at the council office.



# Training

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- Thursday, April 27<sup>th</sup> – 7:00 pm

OR

- Thursday, May 9<sup>th</sup> – 7:00 pm

- Place: First Christian Church

- All adults working cub camp should plan to attend. (unit leaders, assistant unit leaders, etc.)



# Training

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- 50% of Adults working Cub Camp staff must be currently certified in American Red Cross CPR/AED or approved equivalent.
- 50% of Adults working Cub Camp must be currently certified in American Red Cross First Aid or approved equivalent.



# Training

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- American Red Cross First Aid Training
  - Dates: June 1<sup>st</sup>, 6:30 – 10 PM
  - Location: First Christian Church
  
- American Red Cross CPR/AED Training
  - Dates: May 23<sup>rd</sup> & 30<sup>th</sup>, 6:30 – 10 PM
  - Location: First Christian Church
  - Limited to 10 people



# Setup

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- Saturday before camp beginning at 10:00 am and ending at 5:00 pm
- DO NOT come early as the camp staff is marking the activity and unit areas.
- If you need to setup on Sunday – come between 12:00 and 5:00 pm



# Setup

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- T-shirts will be available for pickup on the Saturday before camp after 10 am and until 2 pm.
- T-shirts will **not** be available for pickup on Sunday.



# Questions

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