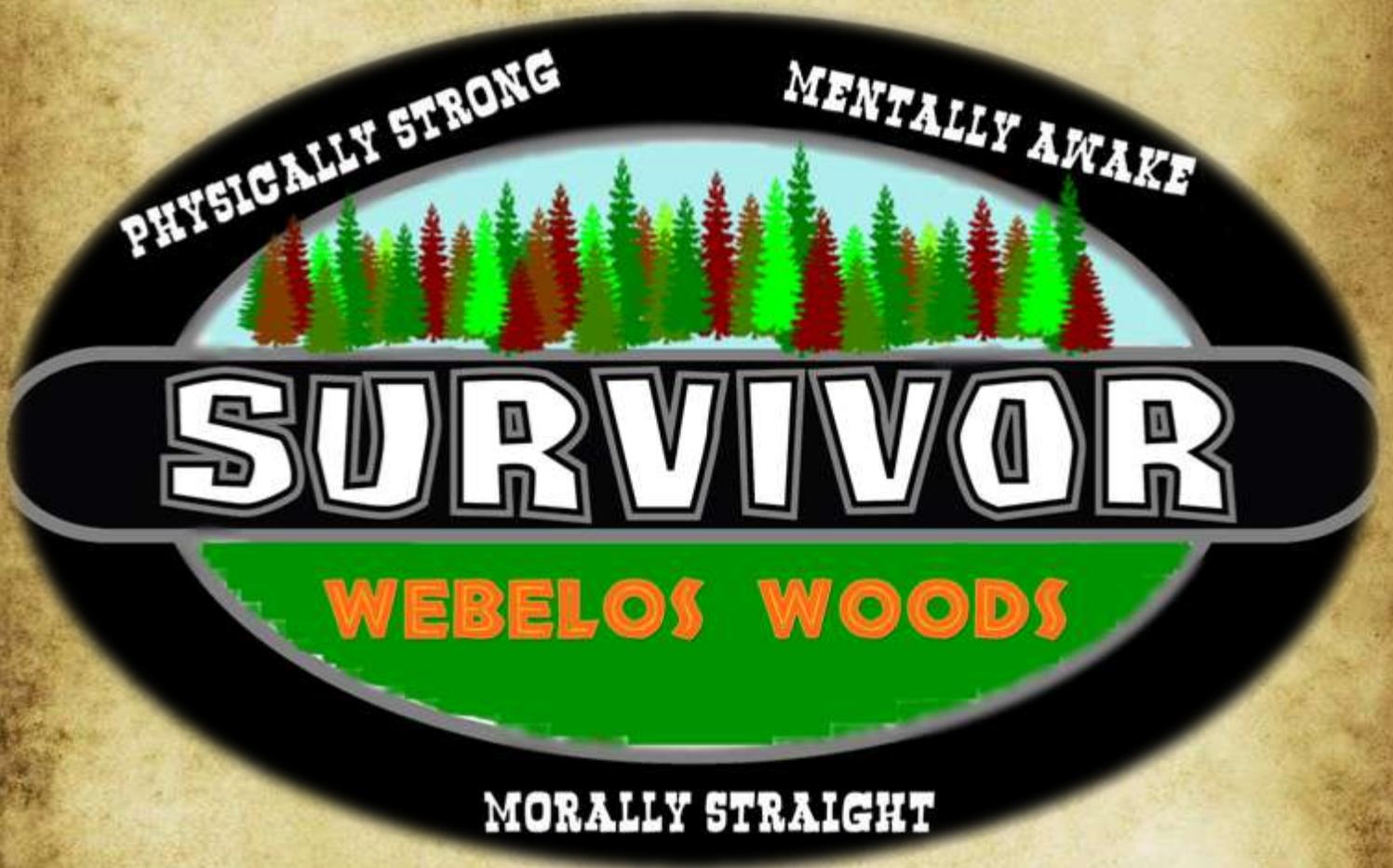


**YOU ARE INVITED TO THE  
WEBELOS TRIBE**



**Leader's Information & Preparation Guide**

**Porter Rockwell District**

**Utah National Parks Council**



February 1, 2017

Dear Leaders,

We are thrilled that you will be joining us at the Porter Rockwell District Webelos Woods this summer. Thank you for taking the time to read and become familiar with details found in this Leader's Guide.

This year's Woods theme is **SURVIVOR** and will be held at Willow Park in Lehi, UT.

As a leader, there are several areas that will be of great importance but nothing is more important than safety; safety for the Cub Scouts, safety for the leaders, and safety for the camp staff. Camp is designed to be fun, provide positive experiences, promote physical activity and offer an opportunity for boys to interact with other Cub Scouts, Boy Scouts and adults. There will be camp staff present; however, your attentiveness and involvement at camp are vital for a successful Day Camp experience.

We look forward to meeting you.

See you soon.

Sincerely,

Porter Rockwell Day Camp Leadership

Kirsten Johnson  
Day Camp Director

Debbie Gullede  
Program Director

Jennifer Thomas  
Registrar

Kevin Gullede  
Quartermaster

Warren Henrie  
District Chairman

Terry Richardson  
District Executive

Jared Hall  
District Commissioner



## MISSION STATEMENT

Our mission is to provide a quality, safe, and fun outdoor experience to the boys of the Cub Scout age and to the leaders who support them as well as strengthen their character as they participate in activities which challenge them mentally, physically and spiritually.

## WHO CAN ATTEND

Boys attending a BSA camp must be registered as scouts. A boy's registration has to be verified through the Council prior to participation at camp or he will not be permitted to attend.

The Webelos Woods day camp is tailored for boys in the Webelos den.

## COST OF ATTENDANCE

Registration online – Payment is required in full at the time of registration

- Regular Price for scouts: **\$21** Feb 1 – April 15
- Late Fee of \$3 per registrant: April 16 – April 30
- Regular price for Leaders who come as chaperones: \$5 Feb 1 – April 15
- Late Fee of \$3 per adult: April 16 – April 30

**★ Online Registration Closes on April 15<sup>th</sup> or until Session is full!**

Any registration after this date will have to be done by emailing Day Camp Administration at [porterrockwelldaycamp@gmail.com](mailto:porterrockwelldaycamp@gmail.com).



## PREPARATIONS BEFORE CAMP

The adage is still true: *If you fail to plan, you plan to fail.* As you plan and prepare to attend Day Camp, keep the following things in mind.

You will need to make sure to gather the following items:

- Health forms for both adults and youth – ONLY Parts A&B  
[http://www.scouting.org/filestore/HealthSafety/pdf/680-001\\_ABC.pdf](http://www.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf)
- Day Camp registration receipt
- Roster of youth and leaders attending camp – be sure to follow the Two-Deep Leader rule which states *“Two registered adult leaders, or one registered leader and a parent of a participating Scout or other adult, one of whom must be 21 years of age or older, are required for all trips and outings.”* **To better facilitate this, we recommend you have 2 leaders per 8 boys.**
- Tour Plan
- Guide to Safe Scouting – Your Tour Plan states that *“You have read and have a copy in your possession.”*
- Parental permission slips
- Medications needed while at camp

## CHECK-IN PROCESS

One week prior to camp, you will have the option to do an early check-in. This will take place at a location to be determined. At that time you will:

- Verify who will be attending camp
- Turn in all medical forms
- Pick up t-shirts

At camp, you will simply have to come to the registration table and let us know that you are here and if there are any participants on the list who did not come for the day.

If you choose not to do early check-in, you will have to complete it upon your arrival at camp.



## DATES TO REMEMBER

Registration online

- Regular Price per boy: \$21 February 1<sup>st</sup> – April 15<sup>th</sup>
- Leaders who come as chaperones - \$5 February 1<sup>st</sup> – April 15<sup>th</sup>
- Late Fee of \$3 per registrant (scout and adult) : April 16<sup>th</sup> – April 30<sup>th</sup>

**★ Camp Registration Closes on April 30<sup>th</sup> or until Session is full!**

Any registration after April 15<sup>th</sup> will have to be done by emailing Day Camp Administration at [porterrockwelldaycamp@gmail.com](mailto:porterrockwelldaycamp@gmail.com).

## REFUND POLICY

The Porter Rockwell District commits financial resources to rent the park and facilities, purchase food and supplies, and to prepare for camping operations. Participants, therefore, are required to make a financial commitment to attend.

NO REFUNDS AFTER MAY 5, 2017.

QUALIFYING REFUNDS will be done from the Council Service Center in Orem with camp director approval, NOT from the camp.

NO REFUNDS WILL BE GIVEN FOR "NO-SHOWS" AT CAMP.

## SESSION DATES

Session #1 – June 15-16 (Thurs night/Friday morning)

2:30 (check-in) – 9:30 pm Thursday / 7:45 am (check-in) – 12:45 Friday

Session #2 – June 16-17 (Friday night/Saturday morning)

2:30 (check-in) – 9:30 pm Friday / 7:45 am (check-in) – 12:45 Saturday



# CAMP LOCATION

Willow Park is a part of the Utah County Parks and Recreation Department.

It is located at 9800 West 8570 North Lehi, UT or just north of Lehi Main Street and just west of Willowcreek Middle School.

<http://goo.gl/maps/PqIGz>

The park is nestled in the middle of our district providing a location that is convenient and yet out in nature. There are lots of aged willow trees that provide shade from the summer sun and the Jordan River running alongside the western border. The atmosphere allows the campers to feel the wonder of being outdoors while not having to travel too far to get there.

There are two buildings offering flushable toilets as well as some Port-a-Potties located within camp. These facilities are kept up by the County department and NOT the Day Camp staff.

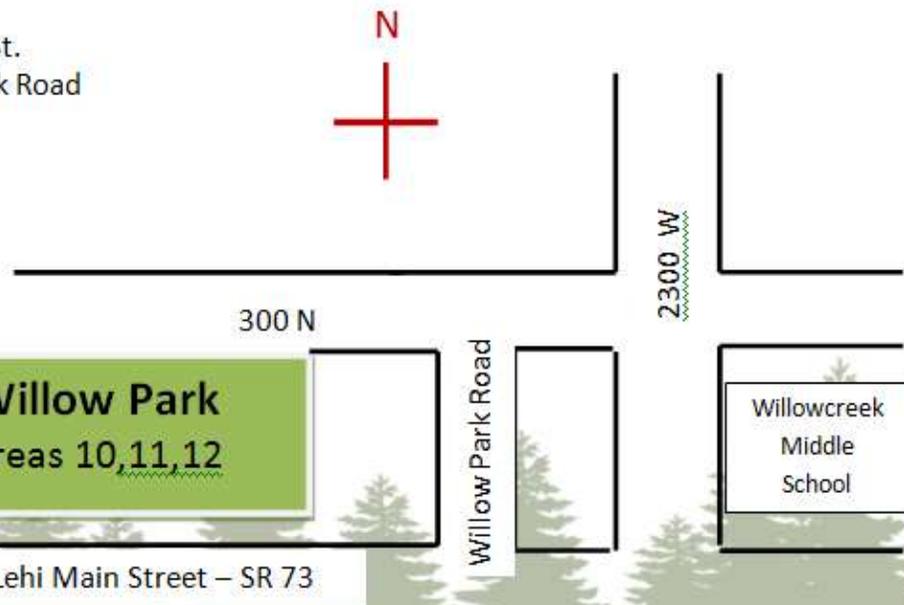
Day Camp will occupy AREAS 10, 11, 12 which is just past the Host's home and south.

Camping will be in AREAS 8 and 9 only. Be aware that you will not be camping during the hot hours of the day so please spread out using the entirety of AREA 8 instead of crowding under the trees along the eastern edge.

ALL ADULT CAMPERS HAVE TO CHECK-IN AT REGISTRATION. We ask that no adult campers come before dinner at 5:00.

## Driving Directions:

- From Eagle Mountain/Saratoga Springs
  - east on Lehi Main (or SR 73)
  - left on Willow Park Road
  - left on 300 N
- From West Lehi
  - west on Lehi Main St.
  - right on Willow Park Road
  - left on 300 N
- From North Lehi
  - south on 2300 W
  - right on 300 N



# ACHIEVEMENTS

Now, more than at any other time in history, young children are not spending most of their time outdoors. There are so many electronic distractions that keep them inside, their minds and bodies are being denied the education that only nature can give. Scouting is a progressive program, and the outdoor experience intensifies as they get older. The experience starts when they are Cubs. We put a lot of thought into what kinds of experiences will show the boys the kinds of things they can do outside so they will have the desire to continue their experience away from Day Camp.

The Webelos Woods was designed to help the scouts achieve within the outdoor Adventures.

# STATIONS

The stations will provide instruction and activity to complete requirements in each of the following areas. Per instructions from BSA National, stations will not complete Adventure requirements but will provide partials. Scouts are encouraged to return to their Den Leader to complete requirements.

- Camper Adventure: Knots, Tents, Campfire, Overnight
- Scouting Adventure: Whittling CHIP
- Into the Wild Adventure: Animals
- Into the Woods/ Webelos Walkabout Adventure: Plants
- Castaway Adventure: Fire and Wilderness Survival
- Sportsman Adventure: Sportsmanship and Games, Shooting Sports
- Cast Iron Chef Adventure: Outdoor Cooking
- Trading Post



# ADVENTURE REQUIREMENTS (PARTIALS)

## Cast Iron Chef (completed if using dinner as a cooking experience)

1. At an approved time in an outdoor location and using tinder, kindling, and fuel wood, demonstrate how to build a fire; light the fire, unless prohibited by local fire restrictions. After allowing the flames to burn safely, safely extinguish the flames with minimal impact to the fire site.
4. Prepare a balanced meal for your den or family; utilize one of the methods below for preparation of part of your meal:
  - a. Camp stove
  - b. Dutch oven
  - c. Box oven
  - d. Solar oven
  - e. Open campfire or charcoal
5. Demonstrate an understanding of food safety practices while preparing the meal.

## Webelos Walkabout

1. Describe and identify from photos any poisonous plants and dangerous animals you might encounter on your hike

## Camper (completed if participating in optional overnight)

1. With the help of your den leader or family, plan and conduct a campout.
2. On arrival at the campout, with your den and den leader or family, determine where to set up your tent. Demonstrate knowledge of what makes a good tent site and what makes a bad one. Set up your tent without help from an adult.
3. Once your tents are set up, discuss with your den what actions you should take in the case of the following extreme weather events which could require you to evacuate:
  - a. Severe rainstorm causing flooding
  - b. Severe thunderstorm with lightning or tornadoes
  - c. Fire, earthquake, or other disaster that will require evacuation.
 Discuss what you have done to minimize as much danger as possible.
4. On a pack campout, work with your den leader or another adult to plan a campfire program with the other dens. Your campfire program should include an impressive opening, songs, skits, a Cubmaster's minute, and an inspirational closing ceremony.
5. (partial) Show how to tie a bowline. Explain when this knot should be used and why.



### **Scouting Adventure**

- 5a. (partial) Show how to tie a square knot, two half hitches and explain how each knot is used.
- b. Show the proper care of a rope by learning how to whip and fuse the ends of different kinds of rope.
6. Demonstrate your knowledge of the pocketknife safety rules and the pocketknife pledge. If you have not already done so, earn your Whittling Chip card.

### **Castaway**

- 1a. With the help of an adult, demonstrate one way to light a fire without using matches.
- b. On a campout with your den or family, cook two different recipes that do not require pots and pans.  
(possible with outdoor cooking)
- 2a. (partial) Learn what items should be in an outdoor survival kit that you can carry in a small bag or box in a day pack.
- g. Discuss what to do if you become lost in the woods. Tell what the letters "S-T-O-P" stand for. Tell what the universal emergency signal is. Describe three ways to signal for help. Demonstrate one of them. Describe what you can do you do to help rescuers find you.

### **Into the Wild**

4. Learn about the bird flyways closest to your home. Find out which birds use these flyways.
7. Give examples of at least two of the following:
- A producer, a consumer, and a decomposer in the food chain of an ecosystem
  - One way humans have changed the balance of nature
  - How you can help protect the balance of nature

### **Into the Woods**

1. Identify two different groups of trees and the parts of a tree.
2. (partial) Tell how both wildlife and humans use them.
7. Explain how the growth rings of a tree trunk tell its life story. Describe different types of tree bark and explain what the bark does for the tree.

### **Sportsman**

2. While you are a Webelos Scout, participate in two individual sports.
3. (partial) While you are a Webelos Scout, play two team sports.



# SCHEDULE

All participants will be organized into Dens who will rotate through the schedule together. The Dens will be limited to 16-18 total boys for better participation and management. Depending on the size of your Pack, the Den could be only your boys, it could be combined with boys of another Pack or it could mean your Pack is split into two different Dens.

Detailed schedules will be given to the Pack leaders at early or regular check-in.

There will be a 2-day schedule with an optional overnight. The first day will begin late afternoon and go to the evening ending with a campfire program. Scouts will have the option to camp overnight, **ONLY IF THEY HAVE A PARENT WITH THEM**. No scouts are permitted to sleep in tents with other boys or adults that are not their parents or legal guardians

The second day will begin in the morning and go to around noon.

	<b>Day 1</b>
2:30 PM	Check-in/Registration
3:00	Opening
3:15	Station 1
3:50	Station 2
4:25	Station 3
5:00	Lunch/Dinner
6:30	Station 4
7:05	Station 5
7:40	Station 6
8:15	Campfire Prep
8:45	Campfire
9:30	Dismiss to camp/home

	<b>Day 2</b>
7:30 AM	Check-in
8:00 AM	Opening
8:15	Station 7
8:50	Station 8
9:25	Station 9
10:00	Snack Break
10:20	Station 10
10:55	Station 11
11:30	Station 12
12:05	Closing
12:20	Dismiss home



## DINNER: OUTDOOR COOKING

One of the requirements we hope you will take advantage of is the outdoor cooking. Plan accordingly to have all equipment, supplies and food for the Webelos in your group. There are several fire rings **in the areas we have reserved** for camp and you are welcome to use them. **No fire rings in other areas of Willow Park are permitted to be used.** However, per the requirements, your group will be responsible to make the sure the area is completely clean and the fire is “cold-out”.

We encourage you to do more than a hot dog on a stick. Foil dinners, Dutch Oven cooking, and grilling are other great ways to introduce outdoor cooking – and it tastes good!

Keep in mind that the dinner hour is an hour-and-a-half. If you simply have the Scouts bring a sack dinner, they will have a lot of down time.

## OVERNIGHT (OPTIONAL)

The Webelos Woods offers an opportunity for the Scouts to camp overnight with a trusted adult. We ask that where possible, the trusted adult be the Scout’s father or another male family member (18 and older). If there are special circumstances that do allow for this, there will be a separate area for any mothers (or trusted female family guardian) camping with their sons.

The campout itself covers requirements in the outdoor adventures. If a Scout will be participating in the overnight, he may use some of the time during dinner (waiting for the food to cook) to choose a site in AREAS 8 or 9 and set up the tent. The dinner hour (5:00) is the soonest that parents who will be joining their Scout for the overnight are permitted to arrive.

As a reminder, use the entire area and not just the trees. The time that the Scouts will be in the tents is not when the sun is hot – everything must be cleaned up by 7:45 am – so do not crowd under the trees.



## TRADING POST

There will be a Trading Post as one of the Stations. It will be in conjunction with some games. There will be many items available at the General Store. T-Shirts, scout craft items, fun gadgets, scout skill items, games and more.

Your Scouts are invited to bring some spending money for this. **However, the only time your group will have to purchase from the Trading Post will be when your group is scheduled to be there and after your session of camp concludes (which is the second day).**

## LEADERSHIP

At camp there will several layers of leadership.

- There will be the **administrative staff**. Members of the administration will be identified by a different colored t-shirt from the camp staff and the participants. There will always be at least one member of administration at the registration area. Additionally, administrative staff will be roaming throughout camp to ensure that safety protocols are being followed as well as a general check on how groups and activities are going.
- There will be **camp staff**. Members of the camp staff will be identified by a different colored t-shirt from the administrative staff and the participants. Camp staff will be located at each station as the station leaders. They have been trained for the activities they will be implementing and supervising. They have also received training in camp safety protocols and camp rules.
- There will be **walk-in leadership**. These leaders are Den and Pack leaders who come to camp with their Cub Scouts. They will be identified with the same color t-shirt as the boy participants. Walk-in leaders are there to primarily supervise the boys in their group. This means they should know where each member is at all times. They should be the ones employing discipline and order to the group. This also means that they should be engaged in the activities with the group. It is not effective to come to Day Camp and merely be a presence. Sitting in a lawn chair in the back of the group carrying on conversations with



each other provides a distraction and a poor example. How can a leader expect the boys to be respectful to the instructor when he/she is unwilling to do the same? Supervision, discipline and order can only be achieved when a leader is interacting with the boys. Also remember, most of Day Camp is a “hands-on” experience. The instructor only has one pair of hands to help out. Walk-in leaders are expected to provide more helping hands in order that the boys will have a greater opportunity to experience success.

★ **IMPORTANT NOTE:** Day Camp is specifically designed for program attendee ages; please do not bring siblings, day care children, or other youth that are not registered Cub Scout participants.

## VEHICLES AND PARKING IN CAMP

As you come into camp please do so slowly (obey the posted speed limit). There is a large parking area to the north of our Day Camp areas. **Parking on any of the gravel roads in between the camping areas is prohibited during station time.** After campfire, those who will be camping may use the gravel road between AREA 8 and 9/10 to park.

Please **do not park anywhere in camp, in front of the dumpsters, the port-a-potties** or in the handicapped spot (unless you have a handicap permit, of course).



# SAFETY

- T-Shirts

Because the location of Day Camp is not closed to the public, it becomes a matter of safety that only those who should be at camp, are at camp. With over 300 people in a location this is most readily achieved with a visual check of t-shirts. If a person is not in the “camp” uniform, they should not be there. **In the case of a parent coming to pick up their child early, they will be asked to remain at the Registration site and a Staff member will retrieve the child.**

- Buddy System

Everyone must travel throughout the camp in a minimum of pairs. The Buddy System is necessary to keep tabs on the whereabouts of all those in camp. It is a precautionary measure that helps prevent boys (and leaders) getting lost. Please note that no one is permitted to be anywhere in camp without a buddy. Administrative and Camp Staff will intervene if a lone scout is spotted and we request that all walk-in leadership respect and honor this rule regardless of feelings of inconvenience.

- Following the Schedule

To allow for each Den to enjoy the time they have at each of the stations, we ask that you do not leave your station early and go to the next one or stay later than your allotted time. There will be an air horn signal letting you know it is time to switch. Also, do not skip stations and wander to various areas of the camp. There are particular areas that have been reserved for our Day Camp, but we do not have access to all of Willow Park. It is important to respect the other visitors who may be at the park and their space.



## WILDLIFE

Willow Park is a host to wildlife who frequent the park as well as live on the adjacent Jordan River. Please remember this is their home; treat it with respect. Do not attempt to approach, handle or chase wildlife.

In addition to the animals, the park is full of historic willow trees. To preserve the trees, do not allow anyone to climb on the trunks, break off branches or leaves, or rip off the bark. There are some stumps which may look like places to sit, but the park Host has asked that we respect the nature by sitting on the man-made benches.

## BUGS

Willow Park is right next to the Jordan River which means that mosquitoes are present. We ask that you maximize your protection and bring some bug spray with you to camp.

## CAMP EVALUATION

We want and need your feedback to continue to improve our District Day Camp for future youth. As you go from station to station, please take the time to fill out the Day Camp Evaluation Form given to you at the start of camp. When completed, this form can be returned to any member of the Administrative Staff or placed in the evaluation collection box at the Registration table.

## CHECK-OUT PROCESS

While at the closing ceremony please pick up your health forms. Also, please be sure and leave your camp evaluation form.



# EMERGENCY PROCEDURES

## Severe Weather

In case of severe weather indication, notify the camp director. If that is not possible, help implement the following:

- Severe rain or hail: Take cover. Take the best and nearest shelter available in buildings, under tables, etc.
- Severe electrical storm: Stay away from high trees or structures. Take shelter in buildings or low clear areas.
- Severe wind: Stay in clear areas away from trees as much as possible.
- Tornado: Take shelter in low area such as ditches, etc.

## Lost Boy Plan

- Step One
  - Report lost boy to a member of the Administrative Staff.
  - Have complete head count of all boys. An air horn will be activated to alert stations to initiate a headcount. A camp staff member will report the “all accounted for” or any problems to the camp director. NO STATION ROTATION WILL OCCUR UNTIL AN ALL CLEAR IS GIVEN. The all clear will be given through the station instructor. Please be aware that there will be periodic checks of the system.
- Step Two
  - Check out any leads as to boy’s whereabouts.
  - Expand search area (Organize staff and campers).
- Step Three
  - Inform Scout Executive, who will call the boy’s parents.
  - Inform local authorities.

## Child Abuse

- Separate victim and abuser if they are together.
- Notify a member of the Administrative Staff.
- Inform Scout Executive.

## Health Emergencies:

- STOP LIFE-THREATENING DANGERS, keep the scene safe, and get proper medical help. A “SERIOUS” INJURY OR ILLNESS IS DEFINED AS REQUIRING HOSPITAL CONFINEMENT



FOR A PERIOD OF 24 HOURS OR AS “LIKELY TO RESULT IN DEATH OR PERMANENT DISABILITY.”

- Notify a member of the Administrative Staff.
- Inform Scout Executive.
- Complete report of fatal or serious injury or illness.

Fire:

- Notify Camp Director. If that is not possible, help implement the following
- Small Fire: Use fire extinguisher in cab of vehicle or located in other areas of the camp.
- Large Fire: Clear area of campers. Notify fire fighters by telephone or call 911.



## FREQUENTLY ASKED QUESTIONS

**Q. Why is the District doing a day camp when the Council provides one at Jeremiah Johnson?**

A. For many years Jeremiah Johnson was this valley's only option for a day camp experience for Cub and Webelos scouts. Because of the large volume of scouts in those age-groups, Jeremiah was limited at what it could do in terms of time and number of days. A one-day, four hour camp experience was the only way to accommodate all the boys, and it still wasn't enough. Several years ago, the Council started encouraging Districts to sponsor their own day camps so they could accommodate more boys and cater to the local needs better. The overall goal is have every boy have a day camp experience, and more options were needed to accomplish this goal.

**Q. Why is the camp 2 days instead of 1 like Jeremiah?**

A. Day camps for Cub Scouts everywhere in this country are multi-day, except here. The only reason Utah does not offer more days is because we have so many boys to accommodate and not enough camps. If you are familiar with the older boy Scouting program, you may know that there several Council-level camps available. Pretend there was only one for our entire geographical area. There would be no way to offer a full-week and allow all the boys who needed/wanted that experience. Unlike the older boys, our Council only has 1 Cub-level camp. If there were more, they would be multi-day.

**Q. What is the reason for more than one day?**

A. The simple answer is time. Multi-day offers more time for the boys to really participate, and more importantly, feel successful at what they are doing. A male's self-worth and feeling of success is wrapped around his ability to achieve. When given a very short amount of time or inadequate instruction (also a result of little time), it is difficult, if not impossible, to provide a situation that will allow for success.

For example, BB and Archery are fan favorite activities at Day Camp. Most boys have never participated in shooting sports before and are, understandably, excited about the opportunity. However, shooting is more than picking up the firearm and pulling the trigger. Proper instruction is essential so the boy will learn how to hold it, aim it and fire it all in a safe manner.



At a one-day camp, time will only allow for one rotation at each of the shooting ranges. Maximum time at the range will be limited to about 20-30 minutes. There are 16 boys in a group and only 8 are permitted to shoot at the same time. It is unrealistic to believe that an instructor can properly teach about the firearm, how to hold it, how to aim it, how to fire it, and all of the safety rules that go along with each step AND have enough time to let the boys practice those same skills to the point they feel they had a confidence building experience. To break it down, there would (should) be no less than 15 minutes of instruction leaving only 7 minutes (possibly less due to transition) for each group a chance to practice.

At a two-day camp, there is more time which allows for two rotations with each shooting sport. One will be focused on pure instruction as well as some time to allow the boys to get familiar with holding, firing position, safety, etc. The second station will be completely on the line practicing the skills. In this scenario, a full 15 minutes is dedicated to each group of 8 boys to practice shooting.

**Q. Is Your Camp Accredited?**

A. Accreditation status is granted after a council visitation team comes to see the camp in action and checks that an extensive list of over 125 standards are being met. This must be renewed every year. Because we are serious about maintaining this status, we are very serious about certain aspects of the camp, one of which is staff and their training.

The Camp Director and Program Director were required to attend a 3-day training at National Camp School so they could learn all about how to run a quality and safe day camp.



**WE HOPE WITH THIS  
INFORMATION YOU WILL  
OUTWIT  
OUTPLAY  
OUTLAST  
AT DISTRICT DAY CAMP**

