



Katahdin Area Council Boy Scouts of America

P: 1-800-353-5888 or 207-866-2241 F: 207-866-3283

www.KatahdinAreaBSA.org

Katahdin Scout Reservation Camp Roosevelt



Boy Scout & Venturer Leaders Guide

2018

Katahdin Area Council Polices

We are all first and foremost members of the Boy Scouts of America.
The Basic polices governing Camp Roosevelt are:

Scout Law

A Scout is
trustworthy,
loyal, helpful,
friendly,
courteous, kind,
obedient,
cheerful, thrifty,
brave, clean,
and reverent.

Scout Oath

On my honor I will do my best
To do my duty to God and my
country and to obey the Scout
Law; To help other
people at all times;
To keep myself
physically strong,
mentally awake,
and morally straight.

The Outdoor Code

As an American,
I will do my best to
Be clean in my outdoor
manners.
Be careful with fire.
Be considerate in the
outdoors.
Be conservation minded.

Vision Statement

Camp Roosevelt is envisioned to become the premier outdoor program facility of the Boy Scouts of America. We will be recognized for excellence in staff, program, equipment and facilities.

Mission Statement

Camp Roosevelt's mission is to provide progressively challenging, age appropriate outdoor programs that energize our Scout units and retain Scouts. We will keep the promise of "Outing in Scouting" and create a sense of ownership and pride in all Scouts and Scouters.

The Environment

It is the policy of the Katahdin Area Council (KAC) that Camp Roosevelt be operated and maintained in such a way as to minimize impact upon the land. This is accomplished through limiting the number of buildings, rotating campsites and program areas, using certified forest managers, maintaining open space, and staining buildings and signs to blend with the surrounding. Programs held off camp property are conducted in compliance with BSA Wilderness Policy and accepted low-impact camping and other methods that educate our Scouts to be sensitive to our environment. From Troop Leaders comments we know that our setting is one of our biggest assets. Please join us in maintaining the property as an outstanding rural, forested setting so that future generations of Scouts will be able to enjoy the pristine environment of Camp Roosevelt.

Camping Philosophy

There is a common thread of purpose and method which runs through every part of Scouting's camping program. Our aim is to define clearly that thread in each part of our program so that the purposes of Scouting and the common methods that are followed will unify all of us in teams dedicated to the highest ideals of camping and service. Organized camping is a creative, educational experience through cooperative group living outdoors. We use the resources of the natural surroundings which contribute significantly to our physical, mental spiritual and social growth.

- Camping contributes to good health through supervised activities, sufficient rest, good fun and wholesome companionship.
- Camping aids in spiritual growth by helping campers recognize and appreciate the handiwork of God in nature.
- Camping contributes to social development by providing experiences in which the campers learn to deal practically and effectively in living situations.
- Camping is an experience in citizenship training, provided through it's community of campers, a medium for democratic participation in decision-making, planning and carrying out activities at each level.
- Camping contributes to the development of self-reliance and resourcefulness by providing learning experiences in which campers acquire knowledge, skills and attitudes essential to their well-being.

Please Keep This In Mind During Your Stay:

The Katahdin Area Council values your summer camp experience, enjoyment and safety. Therefore, the following camp policies are in place for your benefit as well as that of others attending camp.

All those who attend Camp Roosevelt are asked to abide by the Boy Scout Oath and Law. Everyone should be courteous and respect each others rights during the week.

Unit Leaders are responsible for the behavior of their Unit. Misbehavior will effect not only the Unit's experience and safety but that of all those in attendance. Fighting, physical abuse, abusive language, stealing, gambling or defacing camp property will not be tolerated. Alcoholic beverages, non-prescription drugs and fireworks of any type are not allowed on camp property. These actions will result in immediate dismissal from camp by the Camp Director.



Sign Up Information

First things First!

Decide on which session of camp you want to attend.

Week 1 July 1-7, 2018

Week 2 July 8-14, 2018

Week 3 July 15-21, 2018

Important: Scout fees must be paid in full two weeks prior to the troops attendance or a \$25 per person late fee will be assessed. KAC and Camp Roosevelt reserves the right to change or move units if the unit does not meet the site capacity or if the unit exceeds the capacity.

Come as a Chartered Troop

Your unit can attend camp with all it's Scouts and under it's own leadership. If your unit needs help providing two-deep leadership, please contact the Camp Director to investigate teaming up with another unit. To reserve a site, simply fill a site reservation form and submit it with a unit reservation deposit of \$100 per session to the council office. Your deposit is not refundable, but is credited towards your total amount owed.

Attend Provisional Camp

If your unit is unable to attend camp or if you have a Scout who would like to be at camp for more weeks than your unit is attending, they can attend as a provisional camper. At the provisional campsite the camp staff provides all the leadership and supervision for your Scout (s). A provisional Scout application is listed with the online registrations. Don't let your Scouts miss this unique opportunity. Promote provisional camp to your Scouts before coming and while at camp. Unit Leaders do have the ability to register their Scouts in Provo, but please encourage the parents to do this.

Become a Counselor-In-Training (CIT)

Take the opportunity this summer to challenge yourself, learn about leadership and the skills required to become camp staff. The CIT program is designed for Scouts 14 years of age and over who are interested in preparing themselves for camp staff duty. You will enter a training program and spend time learning how to be an effective member of the camp staff. You will learn leadership and camp skills under the guidance and direction of the area directors. Registration for this program can be found online. Scouts are required to attend staff training week.

Summer Camp Fees

One week of summer camp is just \$385 per person. Unit Leaders must make sure that their unit account is in order to avoid any unnecessary problems, or late fees. Naturally last minute additions are always welcomed, however payment for a late Scout must be made at registration. Units with unpaid bills upon arrival at camp will not be allowed to stay in camp.

<u>Program</u>	<u>Early Bird Fee</u>	<u>Regular Fee</u>
Your First Week	\$350 per person	\$425per person
Additional Weeks	\$200 per person	\$200 per person
Specialty Weeks	\$375 per person	\$450 per person
CIT	\$175 per person	\$175 per person

Camperships

It is the goal of KAC that NO SCOUT shall miss the opportunity to attend camp for lack of funds. A limited number of camperships are available directly from the council. **Campership applications must be submitted on or before April 15, 2018**

Family Discount

Each additional Scout attending camp from the same family will receive a **\$20 discount per person per week**.

Leadership for camp & Dependent Fees

When a unit brings 2-14 Scouts with them, they are entitled to two (2) free adult leaders. If you bring 15-24 Scouts you are entitled to three (3) free adult leaders. 25-34 Scouts entitles you to four (4) free leaders and if you bring 35-44 Scouts you are entitled to five (5) free leaders for the week.

Additional leaders will be charged \$100 per person per week. If a sibling or dependent is required to come with a parent their will be an additional charge of \$100 per person per week.

Visitor Meals

For visitors or adults who are not staying for the entire week they may purchase meals on the visitors meal plan. **Visitors meals are available for \$8 per meal per person.** All extra meals may be purchased at the Camp Office in the Vigue Center.

Refund & Cancelation Policy

Refunds of camp fees will be considered only if written communication is submitted to the Camp Director at KAC office two weeks prior to the scheduled arrival date of camp. The \$100 campsite reservation deposit is not refundable. Refunds will be issued for the unused portion (exclusive of deposit and administrative fees) for a Scout who leaves camp for a verifiable reason (medical, conflict of schedule). Homesickness is not considered a "refundable" medical reason. Camp fees are transferable to another Scout in your unit. This does not apply to Scouts who are enrolled in specialty camp or provisional camp programs.

All refund requests will be considered after September 1, 2018. No refunds can be granted for any reason until after August 31, 2018. No requests made after September 30, 2018 will be granted.

NO EXCEPTIONS.

Camp Roosevelt Leadership Policy

Every unit staying in camp must be under the supervision of at least two adults. Each adult **MUST** be registered with the Boy Scouts of America (BSA) and have current Youth Protection Training (YPT). Leadership for boys is to be provided by one adult, who is at least twenty one years of age and other adults who are at least eighteen years old. As of 2018, all adults attending summer camp **MUST** be registered with the BSA. Every effort should be made to attend camp with your own regular leadership. However, if the unit's registered leadership is unable to attend camp unit committee members may be recruited as a unit leader while at camp. If the camp administration deems a leader unsuitable for any reason, the unit committee will be asked to replace that leader before or during camp.

Youth Protection Training

All adults attending camp must be registered with the BSA and have attended a Youth Protection Training within the last year. Youth Protection Training is available online. Please have your Youth Protection Training completed before attending camp and have your training card available for verification during the Sunday Check-in process. Units with female members must have a female leader attend. Only married couples may stay in the same sleeping quarters. Female adult leaders will be assigned their own Adirondack or tent.

Leaders and Medical Forms

All adults attending camp must have a signed medical form upon arrival at camp. It is the recommendation that all medical forms, youth and adult be submitted at least two weeks prior to their week of camp so that the camp Health Officer may review the forms.

Leaders Leaving Camp

Two-deep leadership must be maintained within your unit at all times. Unit leaders are responsible for the supervision of their unit's youth. If sufficient leadership is available and a leader desires to leave camp, the leader must sign out with the Camp Office and upon returning they must sign back in with the office.

Leaders may not consume alcohol during short or temporary absences from camp.

Sunday Check-in Procedures

Your Camp Guide

When you arrive at camp a staff member will greet your unit and serve as your guide for the afternoon. Their job is to help your unit through the check-in process and make sure that your immediate needs are met. Please follow the directions of the camp guide and do not jump ahead of the process.

Unit Arrival

Units should arrive at camp no earlier than 1pm on Sunday, and gather in the parking lot. If parents are dropping off their own children please make sure they know which camp site their child is staying at. In case of rain bring tarps to cover your gear. Please be prepared to walk to your site. Adults and youth should bring with them to check in their bathing suit and towel so they can take their swim test.

- Check in starts in the dining hall where the unit leader will settle the unit's account and present the troop roster listing all Scouts and adults, including anyone who is checking in later in the week.
- Next, units will receive an assigned time for all adults and youth to check in with the Health Officer. Unit leaders and/or parents must hand in all medications in their original packaging at this time.
- Last, your guide will take you to the waterfront for swim tests.

Camp Gear Drop Off

One vehicle/trailer carrying troop gear is allowed to drive into camp and drop off the gear/trailer. Once the gear has been delivered, the vehicle must return to the main parking lot. Unit vehicles will not be allowed to deliver gear after 4pm. *Note: The only gate to deliver troop gear is located by the dining hall.

Early Arrivals

Units desiring to have any members arrive early must obtain the Camp Director's approval at least two weeks in advance. Early arrivals are limited to adult leaders and possibly the unit's SPL and troop guide. Please understand that there are no camp services available between the early arrival time and regular check in on Sunday. All programs and activity areas will be closed and strictly off limits until official check in. Please remember to report to the Vigue Center parking lot on Sunday afternoon for official check in.

Medical Check In/ Recheck

Send medical/permission forms to camp ahead of your arrival! You may either hand these forms to the Camp Director at the 2018 Summer Camp Kick-Off on March 3, 2018 or deliver them to the KAC office. If your unit has all medical/permission forms turned in at least two weeks prior to your arrival the Health Officer will review the forms and advise you of potential issues prior to your arrival at camp. This will expedite your check in process, avoiding delays while the Health Officer reviews the forms and minimizing the chances of having a member of your group rejected for incomplete medical information. At check in, we ask that all youth and adults provide their medications in original containers to the health Officer in clearly marked Ziploc bags to complete the medical recheck. Once this process is complete, Buddy Tags will be issued and your unit will be allowed to proceed to the waterfront.

**Because we are required to retain the medical form at the health lodge at check in, we strongly urge that the original be maintained by the unit or family. Please submit a copy to camp. Prior year camp medical forms will not be available at the camp or from KAC office. All medical forms and medications must be picked up at the health lodge when your unit or youth checks out.*

Check Out Procedures

Camp Site Check Out

Units are responsible for the cleanliness of their campsites. Please make sure that all trash has been picked up and brought to the dumpsters behind the Vigue Center. Campsite latrines should be cleaned before the unit leaves for the closing ceremony. Any camp equipment that was borrowed from camp must be returned to the quartermaster.

Leaving Camp

Prior to breakfast one (1) troop vehicle will be allowed to drive to the site to pick up gear and luggage, if they are transporting all or most of the equipment. Vehicles are not allowed to drive into camp to pick up luggage after 7:30am. Parents requesting medical exemptions to drive must contact the Camp Director before Saturday. Parents should arrive at camp no earlier than 8:30 am on Saturday, and gather in the parking lot. If parents are picking up their own children please make sure they know which campsite their Scout is staying at so they can gather the correct gear. Please coordinate with parents to pick up their youth before 9:30am. Unit leaders should make sure that all youth have been picked up.

Closing Ceremony

- 8:30 am on Saturday after breakfast
- Units should arrive in full dress uniform by 8:30 am at the Vigue Center
- Any unit presentations will need to be brought to the attention of the program director before breakfast!
- Parents are always welcome to attend the closing ceremony, so please let them know they are invited

Check Out Procedure

After a great week at camp, your unit will need to complete the check-out process before departing camp. Your Camp Commissioner will help you complete the camp's check-out procedure.

- Those units leaving Friday night must notify your commissioner by Thursday lunch.
- All equipment that belongs to the camp must be returned to the Quartermaster or stored in the KYBO.
- Return med box to Health Lodge and pick up all medical records and unused medications
- Merit Badge Cards and camp patches will be available Saturday morning at the Camp Office.
- **ALL UNITS MUST CHECK-OUT** at the Camp Office before departing.

Blue Cards and Certificates

All blue cards and any training certificates will be placed in your checkout package and will be available through your Tentaroo account. Please go over them to confirm that you have all the correct forms for your unit.

Medical Check Out

Directly after breakfast all units are required to pick up their medications and health forms from the Health Officer. Please be sure to visit the health lodge and pick up your medications and health forms. The camp Health Officer will not be able to find you.

Trading Post

The trading post will be open for families and units to purchase snacks, drinks, and that last minute mementos. However, it will be closed during the closing ceremony.

Health and Medical Services

Health Lodge

Our health lodge is always open to those in need of medical attention. If the Health Officer is not in the health lodge they can be reached by our radio network. There is a base radio in the Camp Office and the staff have auxiliary radios at most of the program areas. All of our program areas are equipped with first aid kits that are regularly checked and restocked. We are required to log all incidents requiring any level of first aid or medical attention.

If a youth is sick for more than a day they will not be allowed to stay at camp and a parent must come and pick them up. If the person listed on their medical form cannot pick them up, the leader is responsible for getting them home.

Medications

All medications, in original containers, must be brought to the camp Health Officer upon check-in. It is required that all medications be listed on the medical form. This includes any over the counter, non-prescription medications (i.e. Tylenol, aspirin, etc.). After the Health Officer has logged inhalers and epi-pens with a pharmacy label, the individual may be allowed to carry them on their person.

The administering of medications at camp must be documented. A personal medical standing order will be generated during the medical recheck. The orders and medications will be placed in a lock box for the unit leader to secure and oversee the administration of medication.

- The personal medical standing order is on line
- Health officer fills in the camper demographics
- Health officer will list the medications and schedule
- Health officer prints off the standing medical order and places it in a Unit three ring binder
- Medications (in original container) are placed in individual camper zip-lock bags
- The medication bags and three ring binder are placed into the strong box
- The unit leader takes the strong box, lock and chain and secures the strong box in the unit campsite
- The unit leader oversees the administration of medications (as on any outing) and charts the medication on the campers standing medical order
- At the end of the week, the strong box and charts are turned into the Health Officer, who returns the camper health forms
- The Health Officer will store any medications with special requirements
- The Health Officer will administer any IM/SQ injections as needed

The health lodge stocks several non-prescription medications as directed in the camp physician's standing orders. Over the counter medications will not be accepted for youth participants unless prescribed by a physician and brought to camp in their original package.

First Aid Situations

All first aid situations must be brought to the attention of the camp staff. Please follow these procedures if the injured person can not be moved to the health lodge:

Campsite Situations

- Send two (2) youth walking to the health lodge with the injured person's name, location and injury information
- Notify the other leaders in the campsite area to help control the other campers
- Keep the injured person calm until the Health Officer arrives
- Assist the Health Officer if necessary

Program Area Situations

- Notify the program area director with the injured person's name and injury information
- Assist the program area director until the Health Officer arrives
- Assist the Health Officer if necessary

Religious Exemptions

Request for religious exemptions from medical care and treatment should be directed to the KAC office at 207-866-2241

Health and Medical Services Continued

Medical Forms

BSA Medical Forms Sections A, B & C are required. The Medical Form is required by Maine State Law for anybody staying in camp. It must be filled out to show the results of a physical exam by a Licensed Medical Practitioner (LMP) within the last 12 months. All sections and permissions must be filled out or updated every year for both youth and adults. The immunizations records must have a date on each one. "Up-to-Date" written on them is not acceptable.

Physician's Medical Evaluation (Part C)

Part C is available on the KAC website at www.KatahdinAreaBSA.org

- Youth and Adults must have Part C completed every year by a physician or LMP.
- A substitute medical evaluation completed by a physician or LMP may be attached to the Annual Health and Medical Record if it has the same information that is contained in Part C.

All medical forms must be completed according to Maine State Law and National BSA policy, if they are not completed to these standards the person will not be allowed to stay in camp. No exceptions.

Please make copies of the forms before arriving at camp. The camp will not make copies for you.

All Scouts receive a medical re-check at camp. After this re-check the leaders will receive a confidential list of their units medical conditions.

Camp Leaders Please Note:

The following must be completed on the medical/permission form before your unit arrives at camp:

- **Parent/Guardian Signature**
- **Health Examination by a Licensed Medical Practitioner and their Signature**
- **Verified Immunizations with dates**

Permission

The Medical/permission form must be completed, please help parents/guardians complete the form correctly. Emergency notification numbers should reflect where and how to best reach the Scouts guardian during their stay at camp. Please send in all the forms by **June 1st** so that the Health Officer can review them and let you know if there is anything missing or problems with the forms. Forms can be mailed to the Katahdin Area Council Office care of the Camp Director or Health Officer. Youth with custody concerns should make sure that the parent/guardian clearly note on the Medical/Permission Form who may pick up their child from camp and who has custody.

Summer Camp Insurance Coverage

The insurance policy carried by KAC will provide secondary coverage for any accident or illness during the participants stay at camp. This coverage is available only to registered members of the KAC. Other provisions and exclusions may apply. All insurance inquires should be directed to the KAC office.

Emergency Contacts

Camp leader are asked to maintain and have available to them a list of emergency contacts and phone numbers for all Scouts in their unit. **If the guardian will be away from home during the Scouts week of camp an alternate contact and phone number MUST be listed.**

Youth Protection Policies

The following policies have been adopted by the BSA to provide security for the youth in our program. In addition, they serve to protect adult leadership from situations in which they are vulnerable to allegations of abuse.

Two Deep Leadership

Units are required to provide a minimum of 2 registered adult leaders, at all times in camp. One must be at least 21 and one must be at least 18 years old. Coed units must have at least one male and at least one female leader. If there is a problem, contact the Camp Director immediately.

No One-On-One Contact

One-on-one contact between youth and adult members, except in parent-child situations is strictly prohibited. In situations that require a personal conference the meeting should be conducted in the view of others.

Respect of Privacy

Leaders must respect the privacy of the youth in situations such as changing clothes and taking showers at camp. Adult leaders are not permitted to enter the youth shower facilities and youth members are not permitted to enter the adult shower facilities.

Separate Accommodations

When in camp, no youth or youth staff member is to share or sleep in the same tent/Adirondack as an adult or adult staff member, other than parent/guardian and their child.

No Secret Organizations

There are no secret organizations recognized by the BSA. All Scouting programs are open to parents and leaders.

Proper clothing

Proper clothing for activities is required. Skinny dipping is not an appropriate Scouting activity.

Constructive Discipline

Discipline in Scouting should be constructive and reflect the Scouting values. Corporal punishment is not permitted.

Hazing

Physical or mental hazing is strictly prohibited and is not included in any Scouting activity.

Supervision

Leaders must monitor and guide the leadership techniques used by junior leaders and see that BSA policies are obeyed.

Scout Travel out of Camp

If a Scout requires transportation from camp (i.e. to the hospital), Two deep leadership must be maintained. On trail trips away from the base camp, two adult leaders must be present.

Reporting Abuse

It is required by law that suspected incidents of child abuse be reported immediately to the state agency having this responsibility. **While in camp please report all suspicions of abuse to the Camp Director or in his absence his designee as well as local law enforcement.**

Attention

Youth protection training is required for all adults attending summer camp. Internet is available to Complete YPT at the Vigue Center. A camp computer may be available to complete this training, or you can request to be trained by a member of the council training committee.

Wrist Bands

A special colored wrist band will be issued on Sunday to all participants. Youth and Adults are expected to wear them for the week to identify themselves as campers and leaders. This is mandatory for all who enter camp. If it falls off, please go directly to camp office for a replacement. No exceptions.

Buddy System

All Scouts must have a buddy while moving around at Camp.

Camp Wide Emergency Situations

The camp staff have undergone extensive training so that they are prepared for any emergency situation that might arise in camp. The camp has also created an Emergency Procedure Manual. The camp has emergency phone numbers posted near all telephones, FM radio communications throughout the camp, a written agreement with the local rescue squad, local hospital and local physician. If you have any questions on emergency procedures please ask. During an emergency your responsibility is for your unit.

Unit Directions During an Emergency

A siren will be activated to notify all campers and staff of a Camp Wide Emergency.

1. Everyone is to report to the Starfire Field immediately unless otherwise directed
2. Line up by unit/campsite and refrain from all unnecessary talking
3. Please listen to all directions given by the camp staff
4. Campsite rosters will be checked with the unit leaders
5. The camp commissioner or designee will release the camp when the emergency is over or will give directions for the camp to follow during the camp wide emergency.

Important

A Camp Wide Emergency Drill will be conducted every Monday. All visitors, adults, youth, and staff must report to the Starfire Field. This includes anyone in the campsites. The drill will not end until everyone is accounted for.

Storms

Whenever a serious storm approaches, everyone in camp should move into the nearest designated shelter. The primary shelter is the Vigue Center & Dining Hall. If weather is too severe for those at the far end of camp to get to the Vigue Center, the designated area is the Pamola Lodge. Every storm that approaches camp is monitored. The Camp Director and Camp Ranger will determine when there is a real emergency & danger to the participants at camp. Program areas follow strict protocols as laid out by the BSA when there is an approaching storm.

Personal Accident

- Give immediate first aid
- Report accident to the Health Lodge, Camp Office, or nearest Staff member with a radio
- Health Officer will administer medical care and/or make contact for assistance

Lost Swimmer

- Report situation to Aquatics Director
- Aquatics Director and the Camp Director, Program Director or the Ranger will provide directions

Lost Person

- Report situation to the Camp Office at once, including as much information as possible
- Camp Director, Program Director and the Ranger will provide directions

Active Shooter

- Evacuate your Unit to the nearest tree line and remain hidden until notified.

Fire

- Evacuate your unit to the Starfire Field
- Immediately report the location of the fire to the Camp Director, the Ranger or the nearest Staff member with a radio
- Fire fighting tools are located in central locations. These are provided to help you safely escape the area. Units are not to fight fires.
- Check your Fire Guard Chart provided at camp for further details.

Flood or Earthquake

- Camp Director, Program Director & Ranger will direct operations
- Camp Commissioner will direct units
- Evacuations will follow as directed by local authorities

Communicating with Camp

Outgoing mail is to be deposited at the Camp Office. Incoming mail is sorted by campsite and is available at the Camp Office for Unit Leaders. Unit Leaders should check their campsite mailbox each day. Please use the following address for all mail:

Unit # and/or Campsite
Name of Person
Katahdin Scout Reservation
45 Camp Roosevelt Road
Eddington, ME 04428

Phone Calls

Please call the camp only if it is an emergency. Incoming telephone messages will be taken and will be delivered by the Commissioner Staff to the Unit Leader at meal time. Scouts and Leaders may only use the camp phone line in an emergency, or with permission from the Camp Director.

Camp Roosevelt Camp Office

(June 23 - Aug. 18)
207-843-6216
Fax - 207-843-0643

Camp Director

Chuck Major
(before June 22) 207-949-4960
(on/after June 22) 207-843-6216
Charles.major@scouting.org

Katahdin Area Council (KAC)

Attn: Camp Director
PO Box 1869
Bangor, ME 04402-1869

Camp Ranger

Bud Hoffses
207-843-5981
rhoffses@bsaemail.org

P:207-866-2241
F: 207-866-3283

www.KatahdinAreaBSA.org

Packages

Packages can be picked up at the Camp Office in the Vigue Center. Please check with the Camp Office staff to locate your package. Scouts should not store food in their tents. Camp Roosevelt or KAC is not responsible for any lost or damaged items that are mailed to the camp.

Cellular Phones

It is recommended by the camp that use of cellular phone be restricted to the Unit Leaders only. Youth will not be allowed to bring cell phones to any of the program areas. Unit Leaders will be asked to secure any phones found in the possession of any youth and to not return it until the unit has left the program area. Leaders may bring their own cell phone for their personal use, and at their discretion. Reception at camp is unreliable, and we will not provide facilities to keep batteries charged. Parents who need to speak with their child may contact the Camp Office. Youth who are homesick should speak with either their leader or a staff member before calling home. Homesick campers may make a phone call in the Camp Office under the supervision of their Unit Leader or Office Staff, if it is an emergency situation only. Unit Leaders who allow usage of their personal phones do so at their own discretion, and KAC is not responsible for its loss, damages, or any charges that may appear on their phone bills.

Visitors to Camp

Visitors are Always Welcome

Visitors are welcome in camp if they are invited by their unit. Parents, relatives and friends are welcome on Saturday morning for the closing ceremony and during drop-off on Sunday afternoon. Except for these two times all visitors must sign in and out at the Camp Office and must be approved by the Camp Director. A wristband will be issued to all visitors. All visitors are required to wear a wristband to identify themselves as having signed in. The camp must know who is in camp at all times in case of an emergency. This includes but is not limited to outpost meals, camp wide events, and Friday night BBQ. We encourage all Unit Leaders and Committee Members to come visit during the week. Visiting camp is also a great way to help recruit adult volunteers, they will get to see the Scouts in action. Visitors entering the camp without signing in or a wristband will be asked to report directly to the Camp Office at the Vigue Center.

Visitor Meals

Visitors are more than welcome to join their unit during a meal at the dining hall. Visitors who wish to eat with their unit in the dining hall should see the Camp Office and arrange for meal payment. The cost is \$8 per meal.

Overnight Visitors

Visitors are welcome to stay overnight if they are invited by their unit and are registered members of the BSA. Visitors must sign in and be approved by the Camp Director. Approval includes proof of YPT within the last year. They also must provide a completed medical form and review it with the Health Officer.

Leader Changes

You must maintain two deep leadership at all times. When leadership changes occur during the week leaders must sign in and out at the Camp Office and receive a wristband.

Visitor or Scout Early Check Out

Visitors and Scouts must sign out at the Camp Office if they are leaving prior to the normal Saturday morning departure. Please list contact information for the guardian so they can be contacted to approve the Scout's early departure.



Basic Camp Policies

Camp Roosevelt strives to maintain a nut free environment. Please leave all food, candy and snacks that contain nuts at home. This could save a life. Latex balloons should also remain at home.

Campsites are your home for the week and intrusion by anyone not assigned to the site should not be tolerated. Scouts should never visit another campsite without permission or invitation. Please report anyone seen in a site that is not assigned to that site to your Camp Commissioner. Please end all activities and campsite visits by 9:30 pm (taps). After taps you should be in your campsite area and should be quiet. Please respect the rights of nearby campsites after taps.

Campsite Sleeping Assignments

When your unit arrives at the campsite, check all the tents/Adirondacks for damage and bunks/cots with your camp guide. Note all concerns and needs that you have. The Camp Guide will communicate those concerns to the camp management. Complete your sleeping assignments and change into appropriate gear for the swim checks. Please remember that adults and youth can not sleep in the same quarters as well as different genders. Exceptions to this policy are parent/child or married couples.

Campsite Safety

The buddy system must be used at all times. Youth and adults should never be alone together.

No shoes are only allowed in the immediate waterfront area, camp showers, and in sleeping quarters.

Clotheslines should be strung away from trails and should always have something on them. Do not use your tent outriggers or guidelines as a clothesline.

Saws and axes should only be used and stored in the site's axe yard or in the supply tent. Only Scouts with Totin' Chip are allowed to use the axes and saws.

Knives with fixed blades or Knives with a blade longer than 3" are not allowed in camp.

Please do not run in camp. The only location where running is allowed is at Starfire Field.

Fences and barricades are in place for your safety and protection. Please do not cross, sit on or destroy these barriers.

Black water pipes are in place to provide water to your campsite. Please do not tamper with them in any way. Report any leaks or breaks immediately to the Camp Office

Personal Cleanliness at Camp

Personal hygiene is an important part of Scout training. Please make sure that your youth wash up each day, change their clothes including underwear on a regular basis, and wash their hands before each meal. Encourage youth to use the latrine properly. Urinating near tents is inappropriate and creates a health hazard that can make the campsite unavailable for use. Showers are available for everyone.

BSA's Smoking Policy

It is the policy of the BSA that leaders should not use tobacco products in any form in the presence of youth members. This includes, cigarettes, chewing tobacco, smokeless tobacco and electronic cigarettes. In addition, extreme care should be exercised to provide a smoke free environment for all participants. Therefore, all buildings and facilities under the control of the local Council are designated as non-smoking facilities. Smoking outside the entrance or exit of those facilities is not permitted. In addition, all campsites are to be smoke-free. Smoking is only allowed in the designated smoking area away from and out of the site of all participants. You will be notified of the smoking location upon arrival at camp. Please contact your Camp Commissioner for further details and questions about the smoking policy.

Domesticated Animal Policy

Pets are not allowed at camp or in other facilities in camp, including personal vehicles. The only exception are service animals or animals that are used by persons that have visual or hearing impairment, or by other disabilities. These animals must be clearly marked and approved by the Camp Director.

Basic Camp Policies Continued

Driving Vehicles in Camp

Please abide by all posted speed limits and remember that all pedestrians have the right of way. Only service vehicles and vendor trucks are allowed on campsite access roads during the week. Anyone driving in camp must be at least 18 years of age and licensed to drive with their own insurance policy. At check in and check out one vehicle will be allowed to transport equipment between the campsite and the parking lot. All personal vehicles must remain in the parking lot. Families with medical conditions must have permission from the Camp Director to drive into camp.

Parking

All Vehicles must be parked in the designated parking lot. Vehicles are not allowed to be parked in the campsite area or on any access road.

The boat launch located at the entrance of camp is public access. Any unit vehicle or equipment trailer parked there is not only in violation of the parking policies, but also runs the risk of vandalism. Unit equipment trailers must be parked in the designated parking lot unless directed otherwise by the Camp Director. ATVs and bicycles are not allowed in camp during the summer season.

Please note that BSA policy and Maine State Law do not allow any individual to be transported in the back of any pick-up truck or trailer. Anyone found violating this policy will have driving privileges into camp revoked for the remainder of the summer.

Food in Campsites

Since food and food odors attract animals, all food maintained in a campsite must be secured in tightly sealed containers.

Trash Disposal

Trash generated during the day should be secured in plastic bags, then transported to the dumpster located behind the Vigue Center. You are responsible for bringing your trash to the dumpsters daily. Do Not leave garbage or trash in your campsite overnight.

Campfires, Lanterns and Stoves

Campfires in the campsite must always be supervised by an adult leader. Please use the designated area in the campsite and follow the Fireguard Plan for campfires. Use of deadwood found around the campsite is permissible, but use of standing trees is not allowed. Campfires may be suspended by the Camp Ranger because of high fire danger rating by Maine Forest Service. Units are encouraged and permitted to bring gas/propane appliances or charcoal for use in the campsite. Adult supervision is required when using these appliances.

Remember that open flames or gas/propane lanterns are not allowed in tents or Adirondacks.

Basic Camp Policies Continued

Camp Property

Katahdin Area Council is very proud of the facilities at Camp Roosevelt. Please help us by keeping the property clean. Every person is asked to keep their campsite, camp trails, camp roads, program areas and buildings clean and free of litter. Do not tolerate anyone littering the camp property.

Uniforms at Camp

Wearing a uniform is part of the thrill of being a Scout and an important part of the camp experience. By dressing alike, you and all other Scouts show that you are equals in the spirit of brotherhood and that you stand for certain ideals. All adults and youth are encouraged to wear a complete BSA Official Uniform during their stay at the camp.

Guidelines for Uniforms at Camp

Boy Scout Troops

The official Boy Scout Field Uniform (Class A) will be required to be worn by all Scouts and Leaders at the evening retreat assembly. A Boy Scout Activity Uniform (Class B), consisting of a Scouting T-Shirt and Scout Shorts/Pants is encouraged throughout the day.

Venture Crews

The official Venturing Field Uniform (Class A) will be required to be worn by all Scouts and leaders at the evening retreat assembly. A Venturing or Boy Scout Activity Uniform (Class B), consisting of a Scouting T-Shirt and Scout Shorts/Pants is encouraged throughout the day.

Appropriate Footwear

Closed-toed shoes, boots, and sneakers are the only appropriate footwear in camp. Sandals, any type of open-toed footwear and walking barefoot are not allowed except at the waterfront, showers, and sleeping quarters. Please encourage proper care of feet in camp especially on wet days.

Wrist Bands

A special color wrist band will be issued on Sunday to every person in camp. Everyone must wear them at all times for their entire stay to identify themselves as campers and leaders. If your wrist band breaks please bring damaged band to Camp Office and a replacement band will be issued.

Wrist bands must be worn during all out-of-camp trips, time in the shower house, and swimming. There are no exceptions.

Intruder Policy

- All Camp Staff, part-time, and volunteers are required to wear the official staff uniform with their name tags, at all times.
- Everyone, including adults, youth and visitors must sign-in and out of camp, whenever leaving or entering the camp. The sign-in book is located in the Camp Office.
- Anyone found without a wristband will be asked to return to the Camp Office to check in. Visitors who refuse to abide by the policy will not be allowed into camp

Camp Services

Quartermaster

Your campsite needs will be provided by the Camp Quartermaster. Toilet paper, garbage bags, KYBO cleaning supplies, are available from the Quartermaster. The Quartermaster is at the storage building for at least a half-hour after each meal and during check-in and check-out. Requests can be left at the Camp Office during other times during the day. Please contact your Camp Commissioner for specific requests that would require the services of the Camp Ranger.

Commissioner Staff

Your unit will be assigned a Site Commissioner upon arrival at camp on Sunday. They will work with your unit during the week. They stand ready to answer questions, resolve problems and will make sure your stay at camp is a positive experience. They can also assist the unit leadership with a homesick camper. They are the network for all communications at camp. They will conduct daily inspections of all the campsites and award points based upon the overall safety, cleanliness, and neatness of the site. The Commissioner Staff are there for you, use them during your stay.

Camp Chaplain

“The Boy Scouts of America maintains that no Boy Scout can grow into the best kind of citizen without recognizing his obligation to God” (Article II, Section 2, Charter and Bylaws, BSA)

Opportunities will be available for Scouts to participate in worship experience during their stay at camp. A Chaplain serving on staff will be available to everyone for counseling during the camp season. Arrangements should be made through the Camp Commissioner Staff or the Camp Office.

The religious institutions of America have commended BSA for encouraging youth to participate in organized religious activities. Scouting has enjoyed the cooperation of nearly every religious group in America. This is due to the fact that the BSA recognize religion as an integral part of the character building process and encourages boys to adhere to the beliefs and practices of their own faith. Duty to God is part of the Cub Scout and Boy Scout Oath and the twelfth point of the Scout Law requires that the religious beliefs and needs of boys will be respected and observed.

Shower and Latrine Facilities

- Youth Protection guidelines prohibit adults showering with campers or watching campers shower. The camp has provided separate shower facilities for adults and youth. The shower adjacent to the field sport area is for adults and staff. The shower located in the CENTRAL AREA is for YOUTH. The shower located between Maple Flats and Mountain View has individual private stalls for youth or adults.
- Buddy System must be adhered to during this time.
- Unit are responsible for the cleanliness of all shower and latrine facilities. Abuse or vandalism will result in restriction of usage.

Trading Post

A selection of advancement material, souvenirs, snacks and comfort items are provided for sale. Additional money may be necessary if extra supplies for merit badge work or craft projects are needed. The Trading Post's hours of operation will be posted upon your arrival at camp.

Special Needs Scouts

Youth with special needs are encouraged to attend camp. All reasonable efforts will be made to accommodate their needs. We have campsites tailored to meet the needs of those with physical disabilities. Please contact the KAC office to arrange any special needs.

Food Service Operations

At the Dining Hall Breakfast and Dinner meals are served family style in groups of 8 to 10 people. The Lunch meal is served buffet style. The Dining Hall Steward oversees your meal time experience. Visitors and Guests can purchase a meal ticket at the Camp Office. KAC uses a food service contractor to provide meals during the summer camp season.

Meal Times

Breakfast 7:30am - 8:30am

Lunch Noon - 12:45pm

Dinner 6:00pm - 6:45pm

Dining Etiquette

The Unit Leadership is responsible for the behavior of the unit during the meals. Please give the Dining Hall Steward your undivided attention at all times. Please do not run, throw objects, stand on the benches or tables and refrain from loud or obnoxious behavior. Encourage everyone to be courteous and polite at meals. Cheers and songs are encouraged, but near the end of the meal.

Eating Meals

The Unit Leadership is responsible for controlling the portions of food everyone gets. The food being brought to each table will be enough to serve 10 people. Please direct all request about the meal to the Dining Hall Steward. Troops may be split among more than one table. Each table will have 1 or more staff members sitting at it. **No one is allowed in the kitchen area without the permission or direction of the Dining Hall Steward.**

Waiter System

2 Waiters will be required for every table during breakfast and dinner. Units sit together at tables assigned to your unit for the week at the Sunday dinner. All other procedures will be addressed by the Dining Hall Steward during the check-in process on Sunday afternoon. Waiters are responsible setting up prior to and for cleaning up after every meal. Please make sure your unit follows the Dining Hall Stewards instruction carefully.

Special Medical and Dietary Needs

The Health Officer needs to be notified of special medical and/or dietary needs of any person. The camp management will make all reasonable efforts to accommodate the special dietary needs of the individual. Because we use a contracted food service some dietary requests cannot be met. Please contact the KAC Office to discuss an individual's needs and whether the camp can meet these needs or if some other arrangements need to be made.

If there are any other questions or concerns regarding meals or allergies please contact the Camp Director **prior** to your arrival at camp.

Outpost Meals

The dining hall will be open for all meals. If your unit would like to prepare a meal in your site, the camp will provide materials for your outpost meal. A choice of breakfast, lunch, or dinner will be provided to you. Outpost meals may be selected Monday - Thursday. **Requests for outpost meals must be made before the start of the camp week, preferably during registration.**

Individual Personal Packing List for Camp

These items should be packed in a duffel bag or backpack.
Remember to label your Gear!

Medical Form

- The unit is to submit medical forms 2 weeks before arriving at camp. Families should also keep a copy of their medical form for their personal record.
- Any medications needed for 1 week, in original containers.

Recommended Personal Gear

- Scout Uniform(s) Shirt, Shorts, Socks, Neckerchief, Belt, Hat
- Extra Shirts
- Extra Pants
- Extra Shorts
- Extra Socks
- Extra Underwear
- Jacket
- Rain Gear
- Sleep Wear
- Sneakers or Hiking Boots
- Swim Wear
- Towel (2)
- Sleeping Bag & Pillow
- Personal First Aid Kit
- Flashlight & Batteries
- Wallet & Money
- Notebook, Pen & Pencil
- Boy Scout Handbook
- Merit Badge Pamphlets & Pre-Req's
- Non-Aerosol Bug Lotion
- Non-Aerosol Sun Screen Lotion
- Toiletries (Soap, Comb, Toothpaste, Toothbrush, Shampoo, Deodorant, etc.)
- Canteen/Water bottle

Optional Personal Gear

- Watch
- Compass
- Camera
- Sunglasses
- Songbook or Nature Books
- Sport equipment
- Bible or Prayer Book
- Fishing Gear & Bait
- Stationary & Stamps
- Dirty Clothes Bag
- Battery Powered Alarm Clock
- Approved Pocket Knife
- Musical Instrument
- Binocular
- Cards, Chess, Checkers, other Games
- Anything else needed for camp!

Prohibited Items

The following items are **NOT** allowed in camp. If any of these items are found in the camp, disciplinary actions will be decided upon by the camp leadership, which may include but is not limited to confiscation of item(s) or immediate dismissal from camp.

- Fireworks
- Personal Firearms
- Personal Ammunition
- Personal Bows & Arrows
- Alcohol
- Narcotics
- Pets
- Squirt Guns
- Tobacco Use or Possession by a Minor
- Un-Scout- Like Literature
- Electronic Devices of any kind
- Cell Phone Use or Possession by a Minor
- Knives w/ Fixed Blades or Blades over 3”
- COPE or Climbing Equipment
- Any other item determined by the camp leader to be unsafe or used in an inappropriate manner

*****Remember*****

Camp Roosevelt, the Camp Staff, and the Katahdin Area Council are not responsible for any items that are stolen, misplaced or broken. If it's valuable, you probably shouldn't bring it to camp.



Directions to Camp Roosevelt

Katahdin Scout Reservation—Camp Roosevelt is located just 13 miles from Bangor and can be reached by either State Highway Route 9 (Airline) or US highway Route 1A (the Bar Harbor Road).

The Physical location is 45 Camp Roosevelt Road, Eddington, Maine.

Route 9 Airline Directions

- From Route 9, turn west onto Route 46 (Jarvis Gore Drive) in the village of East Eddington
- About 1/2 mile from Route 9 on Route 46 turn left onto Black Cap Road
- Next, Turn Left onto Camp Roosevelt Road
- Camp Roosevelt is about 1 mile from the Ranger's House

Route 1A Bar Harbor Road Directions

- From US Route 1A, turn east onto Route 46 (Jarvis Gore Drive) in the village of Holden
- About 4 1/2 miles from Route 1A turn right onto Black Cap Road
- Next, Turn Left onto Camp Roosevelt Road
- Camp Roosevelt is about 1 mile from the Ranger's House

