



# 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 District

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- Basic Information

- 3:00 pm – 8:00 pm
- Monday, June 14 – Friday, June 18, 2010
- Family Picnic – Friday, June 18 – 6:45 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
  - Turn in the registration packet on time.



# 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 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 14 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 14 of current year (BSA requirement)
- Can be a Boy Scout or a girl
- Will work with an adult to run an activity area
- Can work from 1 day to all 5 days



# Adult Staff

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- Each unit attending camp must provide 1 adult to work at least one day of camp for the camp staff – running an activity area.
- A minimum of 8 adults is 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 on a Saturday in March or May  
(see council website for details)



# First Aid Station

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- If you have anyone who is a nurse, doctor, paramedic, etc who could serve as our camp first aider, please contact the director.



# T-shirts

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- All adults will need to purchase a current years camp t-shirt for \$6.00
- T-shirts can be picked up at camp setup
  - Saturday only
- Extra t-shirts can be purchased in advance for \$6.00 each.



# Staff t-shirts

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



# Junior Staff t-shirts

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- Junior staff will receive a free staff t-shirt. Extra t-shirts are \$6.00 each.
- 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
  - \$65.00 if paid on-time
  - \$75.00 if paid after June 1, 2010.
- Tagalongs - \$25.00
- Den Chiefs - \$15.00
- Adult t-shirt - \$6.00
- Extra t-shirts \$6.00



# Money - continued

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- Can turn in one check for the whole unit (or pack – multiple units)
- Can turn in individual checks from parents
- Checks should be made payable to Circle 10 Council
- Cash will be accepted also



# Forms – Youth

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



# Forms – Youth

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- Must turn in for each person listed above:
  - A registration form (1 page)
  - A health form (2 pages)
  - Copy of shot record
  - Birth Certificate for tagalongs
  - Money (cash or check)



## 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:
  - Volunteer Information Form (1 page)
  - Volunteer Agreement (1 page)
  - Health form (2 pages)

(continued)



# Forms – Adult

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Copy of on-line Youth Protection training card dated within 2 years of camp start date (TDH)

[www.olc.scouting.org](http://www.olc.scouting.org)

(continued)



## Forms – Adult continued

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- A copy of the report from the Texas State Sexual Offenders database on each adult working at cub camp.
- [https://records.txdps.state.tx.us/DPS\\_WEB/SorNew/index.aspx](https://records.txdps.state.tx.us/DPS_WEB/SorNew/index.aspx)



# 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 & money match



# Things to check

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



# On-time Registration

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TBD - late April, early May

- All forms are located online at <http://www.northdistrict.org/>



# Registration continued

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- After May roundtable – registration can be turned in to the day camp director or registrar by appointment.
- Late registration will be taken by appointment after June 1



# Registration

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



# Training

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- Tuesday, May 18 – 7:00 pm(tenative)
- Place TBA
- All adults working cub camp should plan to attend. (unit leaders, assistant unit leaders, etc)



# Setup

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- Saturday before camp beginning at 10 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 around 2 pm.

- T-shirts will not be available for pickup on Sunday.



# Questions

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