



HEART OF AMERICA COUNCIL  
BOY SCOUT RESIDENT SUMMER CAMP  
**LEADERS GUIDE**



# 2018 BARTLE





# TRIBE OF MIC-O-SAY

The Tribe of Mic-O-Say was conceived to intensify the aims and ideals of the Boy Scouts of America. The purpose and ideals will carry over into a Scout's life wherever he may be, but the basic program is for the Bartle Scout Reservation. It is a boys' program. Leaders are brought into the Tribe so they may interpret and encourage these principles in the lives of boys. The requirements for Mic-O-Say should not be discussed with Scouts. To do so could mislead Scouts by thinking they will be called.

**Call Night** - The fourth night of each session is a general campfire call night for the Tribe of Mic-O-Say.  
**Call night is a ceremony to be witnessed by Tribesmen and registered CAMPERS.**

## 2018 Schedule

**June 1 - 2 - Tribal Celebration • June 4 - Staff Warrior Ceremony**

### FIRST SESSION June 5-June 14

- June 6 She-She-Be Council - 1:00 pm
- June 8 Call Night 8:00 pm
- June 9 Tribal Council Training - 7:30 pm
- June 10 Visitors Day
- June 10 Tribal Council - after church
- June 10 Warrior Ceremony - 8:30 pm
- June 11 Honorary Call & Orientation
- June 11 Tribal Council Duties - 7:00 pm
- June 12 Tribal Council - 8:30 am
- June 12 Brave & Hon. Ceremony - 8:30 pm

### SECOND SESSION June 15-June 24

- June 17 Visitors Day
- June 18 Call Night - 8:00 pm
- June 19 Tribal Council Training - 7:30 pm
- June 20 Tribal Council - 8:30 am
- June 20 Warrior Ceremony - 8:30 pm
- June 21 Honorary Call & Orientation
- June 21 Tribal Council Duties - 7:00 pm
- June 22 Tribal Council - 8:30 am
- June 22 Brave and Hon. Ceremony - 8:30 pm

### THIRD SESSION June 25-July 4

- June 26 She-She-Be Council - 1:00 pm
- June 28 Call Night - 8:00 pm
- June 29 Tribal Council Training - 7:30 pm
- June 30 Tribal Council - 9:00 am
- June 30 Honorary Call & Orientation
- June 30 Warrior Ceremony - 8:30 pm
- July 1 Visitors Day
- July 1 Tribal Council Duties - 7:00 pm
- July 2 Tribal Council - 8:30 am
- July 2 Brave & Hon. Ceremony - 8:30 pm

### CAMP CLOSED July 5-6

### FOURTH SESSION July 7-16

- July 8 She-She-Be Council - 1:00 pm
- July 10 Call Night - 8:00 pm
- July 11 Tribal Council Training - 7:30 pm
- July 12 Tribal Council - 8:30 am
- July 12 Warrior Ceremony - 8:30 pm
- July 13 Honorary Call & Orientation
- July 13 Tribal Council Duties - 7:00 pm
- July 14 Tribal Council - 8:30 am
- July 14 Brave & Hon Ceremony - 8:30 pm
- July 15 Visitors Day

### FIFTH SESSION July 17-July 26

- July 18 She-She-Be Council - 1:00 pm
- July 20 Call Night - 8:00 pm
- July 21 Tribal Council Training - 7:30 pm
- July 22 Visitors Day
- July 22 Tribal Council - after church
- July 22 Warrior Ceremony - 8:30 pm
- July 23 Honorary Call & Orientation
- July 23 Tribal Council Duties - 7:00 pm
- July 24 Tribal Council - 8:30 am
- July 24 Brave & Hon. Ceremony - 8:30 pm



## 2018 HRB CHANGES



This page is a listing of any changes that were made for the 2018 camping season.

Page 36 Current Fee Worksheet

Page 57 Customization T-shirt Form





Dear Camp Scoutmaster:

Welcome back, we are once again called to participate in the **finest summer camp experience** found anywhere. Camping at H. Roe Bartle Scout Reservation is one of the highlights of a troop's and scout's year-round program.

The time has come to start the groundwork that will make your troop's summer camp experience a success. In preparing for camp, it is **important that you read the 2018 Camp Leader's Guide, 2018 Mic-O-Say Guide as well as the 2018 Program Guide.** We hope you notice and take advantage of the improvements made to provide an even better camping program including our updated and new program areas, which are listed in the Program Guide. We are proud that every troop has a safe place to wait out storms in one of our 29 storm shelters which also has a storage area for troop items. For members of the Tribe of Mic-O-Say, the Lone Bear Council Ring and She-She-Be Council Ring await your return.

**The Leader's and Program guides and other summer camp resources will be available on the Council website at [www.hoac-bsa.org](http://www.hoac-bsa.org) (look under Camping, Camping Resources then under H. Roe Bartle Scout Reservation). It is critical that these guides are reviewed by every troop leader and every parent.**

The summer camp experience is an opportunity for your troop to **use the skills that you have been building all year.** Working with your Patrol Leaders Council, plan an exciting summer camp experience. Utilize the facilities and programs offered at the Bartle Scout Reservation to enrich your summer camp experience; however, do not limit your experience to the programs offered by the camp staff. Plan your own outpost adventure, hike the Osage Wilderness trail, have a troop campfire, and take advantage of your time in the great outdoors.

This year we are offering two exciting specialty camps in our council. Our Boy Scout **STEM Camp** will be held July 22-28 at Camp Naish and is open to Venture and Exploring Scouts. It features many new and exciting activities for your scouts taught by professionals in the fields of study. Our new **Eagle Camp** is designed for scouts to come and work on their Eagle required merit badges. This camp will be held in Camp Lone Star, July 29 - August 4.

In addition to your summer camp experience, we encourage you to **take advantage of all our council properties and make them a part of your year-round camping program.** Our scout reservations provide many program opportunities along with a dedicated Campmaster Corps to support you during your weekend camping experience.

The entire camp staff appreciates the opportunity to work with each of you to provide your Scouts with a memorable summer camp experience. Feel free to let any one of us know what assistance we can provide.

Let's have fun in the process,

Scott Hess  
Council Camping Chair



## WHAT IS CAMP?

The Heart of America Council, Boy Scouts of America provides program facilities and services to youth members, without regard to race, color, national origin, age, gender or handicap.

The H. Roe Bartle Scout Reservation, located near Osceola, Missouri, is home to over 6,600 Boy Scouts and 3,000 Leaders each summer. The 3,700-acre reservation consists of three camps: Lone Star, Sawmill, and Piercing Arrow. The H. Roe Bartle Scout Reservation has been a summer home to Scouting and the Tribe of Mic-O-Say since 1930.

Fun with a Purpose! This is the foundation that allows the Heart of America Council to provide a superior summer camp experience to the youth members of our council. Each age appropriate camp program recognizes the importance of providing an enjoyable and attractive experience for young people, while at the same time, address the elements that are important to youth development, such as social adeptness, caring relationships, creative use of time and respect for oneself and others.

The philosophy of the camp staff is a total commitment to serving Scouts and their Adult Leaders to the best of our ability. In pursuit of this meaningful goal, we pledge to strive to incorporate the following things into every activity.

- 1. Teaching & Coaching:** Traditional Scouting skills will be taught to all those in need of instruction.
- 2. Values:** All camp staff members are committed to being good role models; always exemplifying the Scout Oath and Law.
- 3. Fun:** We will deliver fun-filled camp-wide programs that will be enjoyed and remembered by every youth that attends camp.
- 4. Quality:** An emphasis on quality and good health, with careful attention paid to program content, menu selections, trading post sales, and physical activities will be a part of everything we do.



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# I. PLANNING YOUR SUMMER CAMP ADVENTURE



Planning for summer camp should start several months before your unit arrives at camp. As a Scoutmaster, it is your responsibility to insure your Scouts are prepared to set and accomplish their personal goals. Here are a few basic tips to help you ensure this happens.

Let each Scout set his own goals and choose the activities that interest him at camp. You should take a few minutes at a troop meeting to talk with each scout about his summer camp agenda and provide guidance on any suggested changes.

Dedicate portions of several troop meetings for patrols to set goals and discuss activities that they would like to participate in at camp. (Refer to the program guide.)

Some troops find it helpful to hold a “Summer Camp Meeting” just prior to camp to go over what Scouts need to bring with them for the session. At this meeting you should also hand out information packets to parents, finalize paperwork needs, make sure health forms are signed, secure the needed equipment for the troop campsite, and briefly review each Scout’s program schedule.

Most of all, remember that summer camp is an opportunity for Scouts to grow both mentally and physically. They need to be allowed to make most of their own decisions regarding program participation, and the older Scouts should assist as much as possible in preparing the younger Scouts for camp.

These steps have proved to be helpful to insure that Scouts have a fun-filled successful summer camp.

- 1. Find out what your Scouts want to do.** Before camp, schedule a few minutes at troop meetings to talk about camp. If most of your Scouts are first year campers you may choose to show slides of your troop at summer camp. Keep a list of each Scout’s personal camp goals. Find out how many non-swimmers are going to camp. Insure they sign up for “beginners swim” classes.
- 2. Meet with patrol leaders’ council.** Ask Scouts to discuss with their patrol members what they would like to do at camp. Encourage them to be creative and plan some fun activities. Some options could be:
  1. Patrol hike
  2. Patrol swims, shoots, fishing, etc.
  3. Inter-troop patrol challenges, etc.
  4. Outpost programs
- 3. Meet with your senior patrol leader.** See if he is going to attend camp. If he is not, then from those Scouts attending, elect a camp Senior Patrol Leader. Include him and your troop senior patrol leader in all your camp planning meetings.





## I. PLANNING YOUR SUMMER CAMP ADVENTURE



- 4. Have a serious session with yourself.** Your camp goal should be to meet the goals of the Scouts you serve. Review the information from the Scouts and share this with the Troop Committee.
- 5. Meet with your troop committee.** The committee members need to be involved in summer camp planning. It is their responsibility to help you and the troop to be successful. Discuss such items as transportation, equipment and finances. The committee also needs to review the Mic-O-Say guide for procedures and Tribal Recommendations. Identify the adults who will be attending with you the entire session and who will be attending part of the time. Have part-time leaders submit in writing the dates of when they will be at camp. (All camp fees must be paid at Council Service Center by Wednesday, April 18, 2018. This includes fees for all Scouts, full time leaders and part time leaders according to how many days they will be in camp).
- 6. Experience Tells Us.** This is a collection of what experience has taught us regarding merit badges and advancements.
  - a.** Summer camp is not a place where you pay a fee and get four badges automatically. Instead, camp offers merit badges as one portion of the overall program.
  - b.** The first year camper, generally speaking, should try no more than four merit badges (and some of these should be handicraft badges). Others will argue this point. We won't argue. We will let you have the boy take as many badges as he wants, but experience shows us that a balanced approach is best for the first-time camper.
  - c.** The most difficult badges to earn are those requiring a great deal of physical skill, coordination, time and stamina: swimming, lifesaving, rifle shooting, archery and most Lakefront badges. Swimming and Lifesaving are physically demanding merit badges. Scouts need to swim regularly before camp to prepare for these badges. This could be a series of troop activities.
  - d.** Complete merit badge prerequisite work prior to camp (see camp Program Guide).
  - e.** Boys should try doing something new at camp and get a well-rounded experience. Try a handicraft merit badge, an ecology merit badge, an aquatic or Scoutcraft merit badge combination. Don't sell the Outpost programs short. First, second and third year campers will enjoy and grow from the Outpost programs. Patrol Activities are a great way to get scouts involved in new program areas.
  - f.** You should come to camp prepared. Have patrols already organized. Work on ideas as patrols and have the patrol leaders represent the group at camp.



## I. PLANNING YOUR SUMMER CAMP ADVENTURE



- g.** Your campsite is your home for the session, so work at making it comfortable by bringing banners and flags to dress it up.
- h.** You should schedule time for rest! Too often we don't take time to sit and enjoy the beauty around us at camp. Don't miss the trees, the nature and the clean, fresh air.
- i.** Top troops have spirit. The troop that comes to camp with ideas and spirit challenges the rest of camp to come alive. Bring your troop cheer to camp and show everyone that you are number ONE.
- j.** Be flexible. Each session over 1,000 Scouts attend camp. While the staff is there to meet everyone's needs, a Scout should always be friendly, cheerful, and courteous. We need to practice the Scout Law in camp when dealing with others.
- k.** Communicate. If you have a special need or want to do something spectacular, tell us about it and we will give it our best shot.
- l.** Encourage those older Scouts who have earned most of the badges to try a COPE program and to help younger Scouts and work tribal paint duties. See the Outpost Section in the Program Guide for ideas.
- m.** One last thing, we want to make this the best camp experience possible for all Scouts. If you have any suggestions, we will gladly listen to your ideas.





## GETTING SCOUTS EXCITED ABOUT CAMP



Promotional information should be shared with Scouts and leaders in your troop. This can be accomplished in many ways. Some ideas for promotion include, but are not limited to:

- Take Scouts to camp during the “off season” and let them explore. Discuss the different program areas and historical sites around camp. The Short Term Camping Reservation form should be completed at least two weeks in advance of “off season” camping visits and submitted to the Bartle Scout Reservation.
- Hold troop fundraising projects to help Scouts earn part of their own camp fees. The HOAC sponsored popcorn sale is an easy and effective way for all Scouts to earn their entire camp fee in just a few weeks.
- Initiate a program whereby Scouts who perform well in the troop may get a full or partial scholarship to camp.
- Review the camp goals of each Scout and show them how they can meet these goals and still have fun at camp.
- Hand out information sheets to the Scouts’ parents to share information about camp.
- Show slides or videos of previous summer camps at meetings.
- Tell the history of camp around the troop campfire. Plan hikes to points of interest mentioned in the history. The names and places mentioned will be brought to life to your Scouts.
- Invite former and current staff members to visit your troop to talk about camp to heighten the Scouts’ interest.
- Talk about the merit badges, and other programs and the different kinds of adventures they offer to new Scouts as well as seasoned Scouts.
- Have a camp poster contest. Get the Scouts to write an essay on “Why I want to go to camp.” Ask your Chartered Partner to appoint people to judge them and then award prizes.



## INFORMING PARENTS ABOUT CAMP



Successful troops hold an informational meeting for parents before camp. This meeting can be held in conjunction with a Court of Honor, troop meeting, or at some other convenient time a few weeks before summer camp. Parents need to be informed about all of the details regarding summer camp. Visitor's Day information, camp rules, equipment needs, and departure and arrival times should all be covered during this meeting. All of the needed information for a pre-camp meeting can be found in this Leader's Guide. A suggested agenda follows for your use in conducting this pre-camp meeting.

The following is a suggested agenda for the pre-camp meeting of Scouts, leaders and their parents. This meeting is best held in May and should be conducted by the Camp Scoutmaster and the Senior Patrol leader.

### SUGGESTED AGENDA FOR TROOP'S CAMP ORIENTATION MEETING

1. Welcome and Purpose of Meeting
2. Travel Information
  - a. When to meet, what to wear, route, method of transportation. **Parking at camp is limited, therefore carpooling is strongly encouraged.**
  - b. What to bring for the trip.
    - i. Current, signed Annual Health and Medical Record. A photocopy of the medical forms (with an original signature) should be given to the Camp Scoutmaster and reviewed at least one week prior to the day the troop leaves for camp.
    - ii. Gas and/or lunch money, etc.
  - c. When and where the troop will return.
3. Schedule While at Camp
  - a. Visitor's day, date, time (10:00 am to 5:00 pm) and special troop arrangements.
  - b. Ceremony schedule (registered **CAMPERS** and/or Tribesman only).
4. How Parents Can Reach Their Sons
  - a. Mail
  - b. Emergency telephone number (417-646-8115).  
PLEASE - EMERGENCY ONLY
  - c. During emergencies at camp, parents need to consult Council website homepage at [www.hoac-bsa.org](http://www.hoac-bsa.org) for emergency updates.
  - d. FEMA approved storm shelters are available for all campers.
5. What to Bring to Camp and What NOT to Bring to Camp



## INFORMING PARENTS ABOUT CAMP



6. Prescription Medication
  - a. Scouts full name on container
  - b. Original container with dosage printed on container
  - c. Parent should check-in medication with a designated troop leader
7. Program Schedule
  - a. What is available for advancement
  - b. What the troop will be doing for fun (hikes, outpost, canoe trips, etc.)
  - c. What the troop is planning for service projects or campsite improvements
  - d. Read the Program Guide - especially for Outpost and Lakefront Program participants.
8. Expenses to Anticipate
  - a. Merit badge costs
  - b. Items available in the Osage River Trading Company (camp trading post)
  - c. Extra program costs (shotgun shooting, etc.)
  - d. Other miscellaneous items
  - e. Troop's camp banking procedures
9. Questions From Audience
10. Troop Slides and Pictures From Last Year
11. Inspirational Closing



## REGISTRATION REQUIREMENTS



The Heart of America Council, Boy Scouts of America provides program, facilities, and services without regard to race, color, national origin, age, gender, or handicap. All full and part time adult leaders, and youth, on the reservation, must be current registered members of the Boy Scouts of America. No camper, youth or adult, will be permitted to stay in camp unless their full camp fees have been paid prior to the start of their camp session.

While we encourage Scouts and Leaders to camp with their troop, sometimes it might be necessary for them to camp with another troop during the summer. If this becomes necessary for any member of your troop, remember that a memorandum authorizing the Transfer of Session is required. **Please understand that the unit where the Scout(s)/Leader(s) primary registration is held, will be financially responsible for these campers.** If a Scout(s)/Leader(s) intend on transferring their BSA membership to a new unit please complete the Transfer Funds/Reservations Memorandum (sample included in Appendix), signed by the Scoutmaster and Committee Chairman of both units authorizing this arrangement must be on file at the Council Service Center in the Program and Camping Service office prior to the start of the camping session. A separate billing and attendance statement will be maintained by the Program and Camping Service office for the Scout(s) and Leader(s) from one troop camping with another troop. Scouts and leaders camping with a troop other than their home troop will have separate paperwork.

### **The H. Roe Bartle Scout Reservation participates in the USDA Special Milk Program.**

“In accordance with federal law and US Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.”

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Witten Building, 1400 Independence Ave, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice mail or TDD). USDA is an equal opportunity provider and employer.





# BARTLE CAMP FEE SCHEDULE

## Payment Schedule:

- \$50.00 deposit is due with each reservation for Scouts and Full Time Leaders at the camp draw
- 1/2 of Balance due by Wednesday, February 14, 2018
- Final Payment due by Wednesday, April 18, 2018 AND NAMES OF ALL CAMPERS

BOY SCOUT CAMP FEES	ON OR BEFORE 4/18/18	4/19/18 OR AFTER
Boy Scouts*	\$345	\$370
First Two Leaders	\$245	\$750
Additional Full Time/Shared Leaders	\$345	\$370
Part Time Leaders	\$50 per Day	\$60 per Day

\*There are no part-time Scouts at camp.

**2 Part Time Leaders CAN combine to share a full time slot (ONLY 2 Leaders).**

\$15 of each Part Time Leader Day fee is **non refundable**

\$50 of each Scout, Full Time or Shared Leader fee is non-refundable if updates are made on/before 4/18/18

\*See Refund Policy

\*\*Any Scout, Leader or Part-time Leader (including new) added at Camp will be charged a Late Fee\*\*

## Debit/Credit Card Fee

A 3% service fee will be added to all Boy Scout Summer Camp fees if the Troop pays with Debit or Credit Cards. No additional fees will be assessed for Checks or Cash.

## 2018 Refund Policy

A unit is expected to pay for the number of campers and leaders at the final fee payment date for their camp. **No refunds will be granted after the final fee payment date**, however, transfers within the unit will be allowed. We understand that certain circumstances do arise that may result in a camper not being able to attend camp at the last minute. For a refund after the final fee payment date, a letter requesting a refund and explaining the extenuating circumstances must be sent to the Camping Committee of the Heart of America Council within two weeks of the end of your camping session. Letters should be mailed to:

**Heart of America Council  
 Boy Scouts of America  
 10210 Holmes  
 Kansas City, MO 64131  
 Attn: Council Camping Committee.**

Any request concerning a medical illness of a Scout or Leader must be accompanied by a signed doctor's statement. Refunds will not be considered for change of mind, vacation plans, extended sports schedules, weather or no shows. The Camping Committee will review all requests and their decisions will be final.

**Refund requests will not be reviewed and/or accept if turned in after the two-week deadline.**



## FINANCIAL NEED



Registered youth members who cannot pay the total cost of attending council Scouting events may apply for partial financial assistance (campership). This fund assists deserving youth members to attend local council events with a percentage of the cost based on need, but is not intended to provide the total fee. Families, units and/or the chartered partner are expected to provide a substantial portion of the fee. Campership is aid for only ONE camping experience.

The information requested is confidential and necessary to help determine the percentage of need for each applicant. Please print legibly. **Applicants for camperships MUST be currently registered members of the Heart of America Council, BSA. Applications for unregistered persons and applications without signatures will be returned to the Committee Chair.**

Mail completed and signed applications to:  
HEART OF AMERICA COUNCIL, ATTN: CAMPING AND PROGRAM SERVICES,  
10210 HOLMES RD, KANSAS CITY, MO64131-4212, For full consideration the Campership Application must be received by March 1, 2018 at the Council Service Center.







## WHAT TO BRING TO CAMP

The Boy Scout uniform builds individual and unit pride. The Scoutmaster's attitude toward wearing the Boy Scout uniform will be reflected in the dress of his troop. Scouts should wear their uniform to and from camp with pride! Scouts and Scouters who have their Class "A" uniform shall wear it to camp-wide flag ceremonies, as well as campfires, Mic-O-Say Ceremonies (if not in tribal attire) and religious services. Those who do not own a complete uniform should wear their Class "B" uniform.

Every troop at camp should take a few minutes to determine if it has everything necessary for a quality program. Remember that there is no electricity in your campsite. The following is only a suggested list of items to take to camp. Consult the Scoutmaster's Handbook for a more detailed list.

### Equipment and Supplies Everyone Should Bring – No Glass Containers

- Annual Health and Medical Record (completed and current)
- Bible or Prayer Book
- Camp Box with Lock (suggest extra key or combination to Scoutmaster)
- Official Scout Uniform (shirt, troop neckerchief w/slide, shorts or pants, belt, and socks)
- Camp T-Shirt (new ones available at trading post)
- Extra shirts, shorts, underwear, socks, etc.
- Pajamas
- Swimming Suit (One piece suit for ladies)
- Non Aerosol Mosquito Repellent
- Bath towels
- Sleeping Bag or Blankets, Pillow
- Merit Badge Pamphlets
- Pocket Knife (No sheath knives)
- Sweater or Light Jacket
- Sun Block
- Handkerchief
- Toothbrush & Toothpaste
- Flashlight & Extra Batteries
- Paper & Writing Utensils
- Hiking boots & tennis shoes (no flip flops or open toe shoes)
- Long Pants
- Raincoat or Poncho
- Hat or Cap
- Shampoo, Soap, Comb
- Boy Scout Handbook
- Drinking Cup

### OPTIONAL EQUIPMENT

- Moccasins
- Canteen
- Work Gloves
- Nylon Line, Clothes Pins, Coat Hangers
- Camera
- Musical Instrument
- Sewing Kit
- Clothes Washing Soap (in plastic bottle or biodegradable powder)
- Sunglasses
- Small Rug or Mat
- Stamps and Envelopes

**Spending Money** – Souvenirs, snacks, merit badge supplies and craft kits are available at the Osage River Trading Company. Troops may wish to operate a "bank" to hold money for Scouts while at camp. Only small bills Ones, Fives and Tens should be brought to camp. The Trading Post cannot easily make change for larger bills.

All personal items and spending money should be kept in a secure camp box while at camp. Clothing should be clearly marked with your full name and troop number. **The Heart of America Council is not responsible for securing or for the loss of personal items. It is your responsibility to keep track of all personal valuables while at camp.**

### **DO NOT BRING VALUABLES TO CAMP.**

**All clothing and equipment should be clearly marked with your full name and troop number.**



## CAMPSITE EQUIPMENT PROVIDED BY HOAC

### Items Your Troop Should Provide For Your Campsite

- Troop Flag
- Troop First Aid Kit (See page 24)
- Locked Medications Dispenser & Log Book
- Troop Religious Materials (Prayer Books, Bibles, etc. per Faith)
- Troop Merit Badge Book Library
- Program Reference Materials
- Water Containers, Drinking Cups and Ice Cart
- Garden Hose (100 foot)
- Lanterns (Battery Operated or Propane Only)
- Rope and Binding Twine
- Trash Bags
- Lock Box for Troop Valuables
- Clear Plastic Covers for Campsite Bulletin Board
- Clipboard with Extra Paper
- Thumbtacks
- Bow Saw, Rake, and Shovel
- Alarm Clock (wind up or battery)

**Care must be taken to insure drinking water is clean!**

**Do not use the same hose that is left at latrine to fill water containers**

### CAMPSITE EQUIPMENT PROVIDED BY HOAC

- American Flag
- Two-Person Tents 9 1/2' x 7 1/2')
- Latrine and Water Supply
- Flagpole
- Canvas or Nylon Cots
- Tent Platforms
- Bulletin Board
- Picnic Table
- Campfire Area

Leaders are to be housed in the leader cabin (holds eight) **If leader's cabins are available, they must be at capacity before leaders occupy any of the tents** in the campsite. Female leaders will camp with their unit with other female leaders. All campers and leaders must be housed in established campsites. "Overflow" leaders may be housed in another campsite.

If more than one troop is in a campsite, the leader cabin must be shared. No facilities are available for the use of personal camper-type vehicles. No personal tents are to be used in the campsite. This includes screened porches, military tents and personal sleeping tents. Carpets are not allowed in leader cabins or on the steps leading into the cabins. No decks are to be constructed to tents or leader cabins.

Tent platforms are not to be moved from their foundations.



## II. ARRIVAL AND DEPARTURE

**TRANSPORTATION TO AND FROM CAMP** – Transporting the Scouts, troop equipment, and personal gear is the shared responsibility of the troop committee and parents. A bus should be considered to help alleviate parking problems at camp. **Parking at camp is limited, therefore carpooling is strongly encouraged.** All buses, trucks and trailers must be parked in designated areas.

It is recommended that a member of the committee be appointed to serve as transportation chair for the troop. The primary responsibility of this person is to plan the trip to and from camp.

**ARRIVING AT CAMP** - All adult leaders and campers camping on the reservation must be registered members of the Boy Scouts of America and must be currently registered in the camping session. No adult leader or camper will be permitted to stay in camp until his full fee has been paid. Final settlement of all fees owed or request for refund must be done **BEFORE** unit leaves camp.

**PART TIME LEADERS AND FULL TIME LEADERS ARRIVING AT CAMP AFTER THE TROOP HAS ARRIVED ON DAY 1** – Part time leaders and any full time leaders who arrive at camp after the troop has checked-in on day one should **FIRST** stop at Cortes Health Lodge to verify with the staff that their health form is on file. Then receive a form to present to the RHQ camp office for official check-in. They should then proceed to the appropriate camp office where they will receive their wrist bands and can make any payments necessary or get additional instructions. If the leader wants to use the pool while at camp, they may take their swim test at 1:00 pm on any day during camp.

**ARRIVAL TIME** - Gates will open at 12:00 noon. **DO NOT ARRIVE BEFORE 12:00 noon.** The Campsite Host will work with the SPL to get Scouts ready for swim tests and provide the camp orientation tour and instruction on the use of storm shelters.

Upon arrival, proceed to your assigned campsite, where a Commissioner will meet you. The Commissioner is a member of our camp staff who will show leaders around the campsite, noting facilities available and being of what service he can to firmly establish the unit in the campsite.

**CHECK-IN PROCEDURE** - Check with the Commissioner in your campsite regarding tents and facilities assigned to your unit.

1. Tour campsite and emergency area with Commissioner noting condition of tents, cots, and other facilities.
2. One adult leader goes to camp office immediately (prior to 2:00 pm) with: Bartle Event Rosters, Part Time Leader Rosters and Mic-O-Say Paperwork, ScoutNet Roster and new paid registrations for Scouts and Scouters not on Event Roster. **BE SURE TO CROSS OFF ANY SCOUT OR LEADER NOT IN ATTENDANCE – OTHERWISE YOU WILL BE CHARGED FOR THEM.** PLEASE DO NOT LIST STAFF MEMBERS FROM YOUR TROOP ON YOUR CAMPER ROSTER. Also, bring any other forms that need to be turned in.
3. Proceed to pool for medical re-checks and swim tests. Campers should wear only swim suits, shoes and have their medical examination form. All adult leaders take their medical forms and cards from office to the Commissioners' Area.
4. Senior Patrol Leader attends senior patrol leaders' council meeting as announced.
5. Scoutmaster attends leaders' meeting at 4:00 pm.
6. Leaders visit dining hall after leaders meeting to orient which door to enter and where unit will sit.
7. Emergency Procedures Meeting at your campsite shelter at 5:00 p.m.  
**All registered campers must attend.**
8. Campsite Host will take your troop on a tour of the camp after dinner.



## ARRIVAL AND DEPARTURE

**FEE PAYMENT AT CAMP** – The Assistant Camp Director in each camp will contact your unit to finish the check-in process by completing the fee payment process. Since your camper rosters have already been turned in, complete the payment worksheet and reconcile your account with the Assistant Camp Director. Your unit will be expected to settle all fees before leaving camp.

**IF YOUR UNIT LEAVES CAMP OWING A BALANCE, THEN YOUR UNIT WILL AUTOMATICALLY BE PLACED IN THE LAST SECTION TO DRAW FOR THE NEXT CAMPING SEASON.**

**LEADERS PICK UP ALL HEALTH FORMS AT THE CAMP OFFICE BEFORE LEAVING CAMP**

Scouts and Leaders who are not registered in your troop, but camping with your troop will need paperwork from their own unit in order to complete the fee payment process.

### CHECKING A SCOUT OUT OF CAMP

The complete responsibility for Scouts camping at Bartle belongs to the troop's camp Scoutmaster (SM) and the Assistant Scoutmasters registered full time in camp (the Troop Leaders). They must have complete knowledge of who the legal guardian is of all their Scouts, if other than both parents.

The Camp Director, the Assistant Camp Director and the Office Director are the only three persons in each camp with the authorization to release a Scout to leave the Reservation.

The Scoutmaster and the other Troop Leaders must have complete knowledge of who is going to take a Scout off the Reservation. The Scoutmaster will fill out and sign the Bartle departure notice. He will hand deliver the form to the Camp Director accompanied by the Scout and parent or person authorized by the parent to transport the Scout. IF A PERSON OTHER THAN THE PARENT OR LEGAL GUARDIAN is taking the Scout out of camp, a signed and dated note (a signed and same date FAX is permissible) from the parent or legal guardian must also be delivered to the Camp Director with the departure notice.

**CAMPER:** Departure notice must be completed at the camp office and must be approved by Camp Director, Assistant Camp Director or ORTC Director. Campers may leave only with parent or guardian or with written release from either one. In the event of written release, the name of individual transporting camper must be specified in writing.

**ADULT:** Check out at Camp Office. Leave date and time of expected return.

**NOTE:** Missing days during a session affects Mic-O-Say recognition.

### CHECK-OUT PROCEDURE AT THE END OF CAMP SESSION

1. Check out begins immediately after breakfast. **All troops must clear campsites by 10:00am.**
2. Your assigned Commissioner will check your troop out. Scoutmaster and Senior Patrol Leader should be in campsite for check-out. Scoutmaster will sign off verifying that camp is clean.
3. After packing is completed, and all Scouts are out of camp site, leaders and assigned Commissioner should note any damaged equipment, necessary repairs, and trash removed from the campsite.
4. Leaders settle outstanding financial accounts, such as leader's fees, damage fees, etc. All fees need to be settled prior to your departure. This is a unit's responsibility.
5. After all fees are settled. Make sure you receive a complete package before leaving camp.



### III. CAMP LEADERSHIP

**CAMP SCOUTMASTER** - There must be at least two (2) registered adult leaders (one of whom is 21 years or older serving as Camp Scoutmaster) with each troop in camp at all times.

Preferably, the troop is under the leadership of its registered Scoutmaster. If the Scoutmaster is unable to attend full time, the troop committee should name a Camp Scoutmaster (must be trained as a Scoutmaster). The Camp Scoutmaster (minimum age is 21) works with the Senior Patrol Leader, and together they develop and schedule the troop's program. The Camp Scoutmaster participates in the camp-wide daily leaders' meeting, and assigns and coordinates the responsibilities for all the adult leadership at camp for their troop. ALL adult leaders must be trained in his/her registered BSA position.

Under the troop system of camping, the Camp Scoutmaster is in charge of your troop at all times. All additional adult Scouters in camp are considered Assistant Scoutmasters. The majority of instructing, disciplining and organizing of your troop is up to you.

The staff works with you and serves as your camp helpers. Our purpose is never to take over your job as leader of your unit, but to aid you in achieving the utmost respect of your Scouts, to work as your special advisors and helpers and to provide an environment in which your troop can grow into a more proficient organization with quality trained leaders and Scouts.

**SENIOR PATROL LEADER COUNCIL** - Each troop's Senior Patrol Leader is a part of the Camp Senior Patrol Leader Council, which meets daily. At this daily meeting the next day's "patrol activities" are scheduled and camp-wide activities planned. The time and location will be announced.

**PATROL LEADER COUNCIL** - This group of the troops' junior leaders plans and carries out the troop program while in camp. They meet daily (prior to the Senior Patrol Leader Council meeting) to plan patrol activities and their troop's part in camp-wide activities.

**FLAG CEREMONIES** - Most campsites are shared by two or more troops. There is a flag and flagpole located near each campsite. Troops are to cooperate and have a flag raising and lowering ceremony each day. Scoutmasters should encourage the Senior Patrol Leaders of each troop to work out a rotation of flag duties while at camp. The Patrol Leader Council makes specific patrol assignments.

**KP'S** - While at camp, the KP is your table waiter. KP's, assigned from your unit, report to the Dining Hall before the meal and assist in getting the table ready for meals. During the meal, the KP makes certain that the food is retrieved from the serving counter and placed on the table. The KP is the one who goes back to the serving counter to pick-up "seconds" when available. Tables are assigned to each unit, and KP's eat at their assigned tables. KP's also assist in the cleanup of the Dining Hall and their tables after meals. Special instructions are given to all KP's at each meal to cover variables. Your first meal will be served at 6:00 pm on day 1 of your session, and your last meal will be breakfast on day 10. KP duties must be rotated among all Scouts at the table. The following is a list of mealtime duties that the KP will be expected to handle.

- The KP arrives at the Dining Hall following the KP call (15 minutes before mealtime).
- The KP must pass a cleanliness inspection by the Commissioner Staff. As in a normal restaurant situation, KP's are expected to have clean hands and have on a clean shirt. If they do not pass inspection, they will be required to clean themselves and then be re-inspected before they can begin their duties.
- The KP sets his assigned table with plates, glasses, and silverware for eight.
- Special instructions will be given as the KP sets his table. He can check and replenish sugar, salt, pepper, bread, peanut butter and napkins, if needed, at this time.
- When his table is set, the KP should sit down, and wait for further instructions.



## CAMP LEADERSHIP

- Food and drinks are picked up at the serving counter as directed by the staff.
- Everyone eats. The food service staff will direct obtaining “seconds” of food, if available.
- At the conclusion of the meal and program, the Program Director will announce, “KP’s please remain.” Clean up should not begin until the Dining Hall is dismissed. All food is scraped into one serving bowl, all liquids are put into pitchers, and the silverware is separated. The KP then disposes of the garbage and returns dirty dishes to the washing area in the order requested by the staff.
- Once the table is cleared, the KP will wash the table top using a prepared solution. The floor under and around the table is swept. When each KP’s area is clean, he holds up his hand for an area inspection. He cannot leave until dismissed by a staff member.

The cleanup after the meal should take between 12 to 15 minutes. If there is spilled food, the KP responsible will be required to do some spot cleaning as well. We request there only be one KP per table per meal and they follow directions closely.

While being a KP may not be the “most enjoyable task,” it is an important one. A concerted effort will be made by the staff to help KP’s. However, firm control must be maintained and KP’s will be expected to follow directions. An experienced Scout should handle the first meal responsibility of a session.

**Called Braves should not be assigned KP duty during their induction sequence (day 5 through 8).**





## IV. HEALTH AND SAFETY

### CAMP ACCREDITATION

Each year the H. Roe Bartle Scout Reservation, Heart of America Council, BSA, has maintained the BSA's full accreditation to operate the three Boy Scout camps.

### HEALTH OF CAMPERS

Each Scout and adult leader participant at the H. Roe Bartle Scout Reservation should be aware of the vigorous nature of camp living. Strenuous activity may include one or more of the following conditions: high heat and humidity, high particle or pollen counts, more walking than normal, fatigue and physical competition, exposure to bee stings, ticks and poisonous plants is likely as well as occasional encounters with snakes and other wildlife. While camp life is not "roughing it" like a high adventure trek, exposure to the elements, sleeping under canvas and participation in vigorous activities all require relative good health. Every effort will be made to meet the special needs of Scouts (youth) attending camp when proper notification is made using the Youth Special Needs Request form. Camp at the Bartle Scout Reservation may be too much for some Scouts and adults. Scouts are invited to try the special program offered through the Heart of America Council's Rotary Scout Camp.

Adults must also be in good health if they are to fulfill their role of supporting young people. Sometimes the special needs of adults place stress on camp resources and divert from the purpose of Scouting – to serve youth. Please understand that electricity, air conditioning and special diets are not available for adult leaders, therefore we ask that you carefully consider whether your participation will serve the needs of the Scouts or be a distraction.

### BUDDY SYSTEM

All programs stress the use of the buddy system, whereby campers engage in activities with at least one other person so that they can monitor and help each other. Using a formalized buddy system is mandated in certain adventurous or potentially dangerous activities.

### YOUTH SPECIAL NEEDS

Any Scout with special needs that require the attention of the camp staff should complete the **2018 Youth Special Needs Request** form included in the appendix of this Leader's Guide and return it to Camping Services at least **4 weeks** before your camp session begins. Food allergies and dietary requests also require a Youth Special Needs Request form. Some dietary requests may incur additional charges over normal food cost. This must be done annually. This form can also be found on the HOAC website in the RESOURCES AND FORMS sections.

Be sure to indicate the type of need, i.e. physical, medical, dietary, food allergies, etc. Golf carts or similar personal transportation devices are not permitted at camp without prior approval on a Youth Special Needs Request form.

### USAGE POLICY OF MOTORIZED CARTS

The Health and Safety of all Scouts and Leaders attending is the first priority of our operation while they participate in outdoor programs at our summer camp operation. From time-to-time, youth members with disabilities may have a challenge with the amount of foot-travel that is required to participate in the programs at camp and are in need of special assistance in the form of a motorized cart while at camp. In order to protect all Scouts and Leaders while in camp, the following guidelines have been established for the use of motorized vehicles, principally golf carts, for transportation of individuals with limited mobility.

- If available, Bartle and Naish will provide golf carts for transportation of YOUTH only with special needs. A Special Needs Request Form should be filed with the appropriate camp four weeks prior to the Scout arriving at camp.



## HEALTH AND SAFETY

- On the Scout's Camp Physical, the need for a motorized vehicle must be noted as required by the signing physician.
- Personal vehicles are not allowed, unless they are specifically designed for a particular scout with a disability. Personal vehicles must be inspected by its authorized dealer or maintenance facility for the personal vehicle and approval for the suitability of use of the vehicle at camp must be provided in writing to the camp staff prior to being used at the camp so that it can be determined safe to operate on the rocky terrain found at both of our reservations. Not all such vehicles are designed or are safe in this environment and could put a Scout at risk of injury. When a personal vehicle is used, a Certificate of Liability Insurance covering the vehicle must be presented to the camp staff. This Certificate must name the Council as a co-insured with limits of one million dollars.
- The assigned driver of the personal vehicle or golf cart shall be over the age of 21 and the disabled youth shall not operate the vehicle.
- The personal vehicle must only be used for the purpose of the transporting the Scout with a disability. Additional riders or operating the vehicle for other purposes will not be permitted.
- The camp will not provide vehicles for adult volunteer use.
- **Adults** may bring their own personal vehicle (which could be a golf cart but not any kind of ATV such as a Gator) to camp if the following criteria are met:
  - Their Camp Physical signed by a physician, states that they are in need of this type of assistance.
  - The personal vehicle is inspected by its authorized dealer or maintenance facility for the personal vehicle and approval for the suitability of use of the vehicle at camp must be provided in writing to the camp staff prior to being used at the camp so that it can be determined safe to operate on the rocky terrain found at both of our reservations.
  - The personal vehicle is operated only by the person authorized for its use and shall not be used to haul passengers.
  - **A Special Needs Request Form MUST be filed with the appropriate camp four weeks prior to the Leader arriving at camp.**
  - A Certificate of Liability Insurance which names the Council as a co-insured must be provided to the camp staff with such limits of one million dollars.
  - All carts must have head lights, first aid kits and fire extinguisher.

The use of a golf cart or personal vehicle authorized for use pursuant to this policy is restricted to the scout reservation where the approval has been given and shall not be used anywhere off that reservation or on public roads.

### PETS AT CAMP/SERVICE DOGS

Pets are not allowed at the H. Roe Bartle Scout Reservation. However, Service Animals are allowed. Service Animals are defined as dogs that are individually trained to do work or perform tasks for people with disabilities. Dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA. In order to bring a service dog to camp you must fill out a 2018 Youth Special Needs Request, attach proof of insurance and proof of training for the Service Dog.





## HEALTH AND SAFETY

### PHYSICAL EXAMINATIONS

Every Scout and adult must complete the Annual Health and Medical Record current printing for attending camp. This is the only form accepted at HOAC Camps this year and is included in this guide in the Appendix. The Annual Health and Medical Record require a MD, DO, PA or Nurse Practitioners signature, no exceptions. Older versions of Health forms and sports physicals will NOT be accepted.

### MEDICAL INFORMATION AND EXAMINATION

FIRST AID - The troop is responsible for all minor first aid. It is important that each troop be prepared to treat minor cuts, scrapes and abrasions. Because of the camp setting, infection occurs without basic, proper attention to minor ailments. All other cases will be treated at the reservation health lodge. Each troop must provide transportation to and from the Health Lodge or to local health facilities in non-emergency situations. If transportation is not available from the troop, check with the Lead Commissioner in each camp for assistance.

### SUGGESTED TROOP FIRST AID KIT (for 20 Scouts)

- One 2" roller bandage
- Paper cups
- Two rolls of 1" adhesive tape
- Neosporin (triple antibiotic)
- 1 box assorted adhesive bandages
- Safety pins
- Sunburn lotion (aloe vera)
- Four triangular bandages, 40"
- Two bars of soap (biodegradable)
- Latex/Rubber Gloves
- Thermometer
- Scissors
- Sunscreen
- Tweezers
- Six elastic bandages, 3 - 6" wide
- Twelve 3"x3" sterile pads
- Baking soda
- ½% Cortisone cream
- Tylenol (non aspirin, 325 mg)
- Insect repellent (non-aerosol)
- Two 1" roller bandages
- Cornstarch
- Alcohol swabs
- Sewing Needle
- Petroleum jelly
- Medical log book
- Imodium AD
- Mylanta
- Diphenhydramine (Benadryl 25mg) Ibuprofen 200mg
- Visine/Nephron A eye drops

**NOTE:** Refer to the First Aid merit badge pamphlet #3276 and The Scoutmasters Handbook for additional information.

**PRESCRIPTION/ NON-PRESCRIPTION MEDICATION** - A Scoutmaster may dispense any prescription if properly labeled with frequency and dosage by the pharmacy. If not properly labeled, the Health Lodge must administer medication. All prescription drugs dispensed by the unit must be locked with restricted access and records kept detailing dispensing activity. All drugs needing refrigeration may be kept in the locked refrigerator with the Commissioners or Health Lodge. **All needles must** be disposed of in a sharps container also located with the Commissioner Area or Health Lodge.

**UNUSUAL BEHAVIOR** - If you have a concern for a Scouts welfare or threat's to harm himself or others, TWO leaders should escort the scout to Cortes Health Lodge and the Camp Director should be notified.

**CORTES HEALTH LODGE** - The Cortes Health Lodge is an excellent first aid facility. First aid at the Health Lodge is just that...first aid. It is not a hospital or an emergency room.

The council is fortunate to have many physicians volunteer their time and services to provide a high level of care at the Health Lodge. The treatment of pre-existing or non-camp related illnesses or injuries should not be expected; such cases will be referred to local health providers who charge for services.



## HEALTH AND SAFETY

**SICK CALL HOURS** – Sick call at Cortes Health Lodge will be held following every meal and/or after religious services on Sunday and includes non-emergencies such as sore throats, poison ivy, and problems that are not life threatening.

**REST AT CAMP** – The amount of sleep a Scout gets can make the difference between a great camping experience and a poor one. Each person needs an adequate amount of sleep to function in a cheerful and positive manner. The Camp Scoutmaster is responsible to see that each Scout has the opportunity to get at least eight (8) hours of sleep each night. This means each troop should respect the quiet time from 9:45 pm to 7:00 am.

**EMERGENCY CARE** - Emergency care is available 24-hours-a-day. In case of emergency, contact the camp office during office hours (7:00 am – 10:00 pm) or the Commissioner staff area after hours. They will coordinate with the Health Lodge for treatment. In suspected neck, back injuries, fractures and other suspected severe injuries, do not attempt to move or transport the patient without instruction by qualified personnel from the reservation health lodge.

**TICK BORNE DISEASE** - Anyone participating in outdoor activities should take steps to prevent exposure to tick bites.

1. Wear long-sleeved shirt and long pants. Tuck pants into boots or socks.
2. Wear light colored clothing to make it easier to spot ticks.
3. Conduct frequent and thorough “tick checks.” Finding and removing the ticks quickly is important. “Tick checks” should be conducted at least every 4-6 hours while in remote areas of camp.
4. Insect repellents can help repel ticks (use non-aerosol).
5. Stay on trails and avoid “bush whacking” through high grass and brush.

**WEST NILE VIRUS** – Human illness from West Nile Virus is rare, even in areas where the virus has been reported. The chance that any one person is going to become ill from a mosquito bite is low. You can further reduce your chances of becoming ill by protecting yourself from mosquito bites.

To avoid mosquito bites, apply insect repellent containing DEET (N,N-diethyl-meta-tolamide) when you are outdoors. When possible, wear long sleeved clothes and long pants treated with repellents containing permethrin or DEET since mosquitoes may bite through thin clothing. Do not apply repellents containing permethrin directly to exposed skin. If you spray your clothing, there is no need to spray repellent containing DEET on the skin under your clothing.

**H1N1** - We consider that the best, most up-to-date source of reliable information on the subject continues to be the Centers for Disease Control and Prevention (CDC). (See [www.cdc.gov/h1n1flu](http://www.cdc.gov/h1n1flu).) On Friday, June 12, 2010, the CDC published Guidance on Day and Residential Camps (See <http://www.cdc.gov/h1n1flu/camp.htm>.) A PDF of this information is attached for you to fax it to any camps without Internet access and/or to make available to campers and parents.

**HOMESICKNESS** - Coming to camp the first time, and occasionally the second time, may be cause for a case of homesickness. We regard homesickness as a normal healthy occurrence for a Scout. The staff is instructed to be aware of the campers’ moods and emotional adjustment. They try to help the Scout understand the emotion he is feeling. They also make an effort to involve the camper in all camp activities. Experience tells us that within a few days the camper is busy having fun and feeling secure with the staff, new found friends and the outdoors.

**KEEP HIM BUSY.**



## HEALTH AND SAFETY

**DRINKING WATER** - Each latrine is equipped with a drinking fountain. Proper amounts of water are important during hot weather. Troops are encouraged to use water coolers but must provide separate cups (disposable/reusable) for each person. Each Scout and Leader should be encouraged to carry drinking water with them.

**HEAT ALERT** - HEAT INJURIES CAN BE SERIOUS! HIGH WATER INTAKE (NOT SODA POP OR COFFEE), HATS, LOOSE CLOTHING, AND LIMITED ACTIVITY WILL REDUCE HEAT INJURIES. Heat injuries include HEAT CRAMPS, HEAT EXHAUSTION, AND HEAT STROKE. Heat Alert information will be issued when needed. Action should be taken by all leaders and staff to prevent heat injuries.

- |              |                                                                                                                  |
|--------------|------------------------------------------------------------------------------------------------------------------|
| HEAT ALERT 1 | Reduce action, increase WATER intake.                                                                            |
| HEAT ALERT 2 | Sharply reduce all activity, increase water intake (1 quart per hour), and be aware of probable sun/heat stroke. |
| HEAT ALERT 3 | Take immediate action to stop activity, seek cool areas, and increase water intake.                              |

**NOTE: Soft drinks or coffee do not replace water!**

### ACCIDENT, HEALTH, AND ILLNESS INSURANCE COVERAGE

The Heart of America Council provides a supplemental accident and illness insurance coverage for each registered member and leader of our council. This council-wide policy is an “excess policy” that protects each member all year long while attending official Scouting functions. All claims are to be submitted directly to Council Service Center by the family. Claim forms and limits of the policy may be obtained at the Council Service Center, the Health Lodge or the Council website at [www.hoac-bsa.org](http://www.hoac-bsa.org). Contact the Heart of America Council for further details. Non-registered visitors to camp are not covered by this policy.

**NOTE: All units or individuals visiting the H. Roe Bartle Scout Reservation from out of council must provide their own insurance and claim forms, in case of accident or illness while at camp or in route to camp. You will be required to provide proof of coverage at the check-in.**

### YOUTH PROTECTION GUIDELINES

#### Recognize Resist Report

- Two deep leadership
- Respect privacy
- Separate accommodations
- Proper preparation
- Appropriate attire
- Constructive discipline
- No hazing

Our nation’s greatest asset is our youth, and Scouting is pledged to protecting and nurturing our children. Any camp leader or staff member who suspects, knows of, or witnesses a child being abused at camp, or at a unit meeting or activity, is mandated by the states of Kansas and Missouri to notify proper officials. While at camp, all suspected child abuse incidents (i.e. physical, emotional, and sexual) must be reported to the Reservation or Camp Director immediately. All reports are confidential.

Adults must not stay in tents or shower with youth members. Anyone caught or suspected of abusing a camper may be asked to immediately leave camp property pending outcome of the investigation by the local law enforcement. Hazing and bullying is a form of camper abuse and will be prosecuted. The only exception to these policies is the right of parents to share a tent with their own child. However, though allowed, it is recommended that parents do not exercise this right at camp. Scouts tenting together help to insure that the Scouts receive the maximum benefit possible from the camp experience. It also helps prevent any unnecessary misunderstandings or awkward situations.

The Boy Scouts of America requires that ALL leaders complete **Youth Protection Training**. The course can now be completed **online at [www.my.scouting.org](http://www.my.scouting.org)**. The process is simple, self-explanatory and when you have successfully completed the training, print out your certificate for your records. If you entered your BSA registration number, your training will automatically be updated.



## V. CAMP RULES AND REGULATIONS

**EMERGENCY PROCEDURES AT CAMP** - Emergency procedures are discussed in detail at the first leaders meeting; please make sure that a representative is available at this meeting!

Each campsite is required to fill out a Fireguard Chart given to them at check-in and have it displayed on their bulletin board.

**FIRE** - In case of fire, report it to the camp office IMMEDIATELY. The camp staff is organized to help in fire fighting techniques, and the Iconium Fire Department will respond. Please stay out of their way so no one gets hurt. Please remember that every Scout should feel a responsibility for fire prevention.

**SEVERE WEATHER** - In case of severe weather warning (wailing siren for 3 minutes), please go to assigned storm shelter.

**LOST CAMPER** - Report a lost camper to the camp office, Camp Director or Assistant Camp Director immediately.

### **STORM SHELTER PROCEDURES:**

During campsite check-in on day 1 the complete troop will have a Storm Shelter Overview presented by the campsite Host. (2 minutes) before you go for your swim test.

At 5:00 pm, you will be escorted by your campsite host into your storm shelter and he will go over all Storm Shelter and Fire procedures.

- Campsite Scoutmaster should have a complete roster of everyone in camp and bring this roster with you when entering the storm shelter.

**VEHICLE SAFETY - DO NOT RIDE IN THE BACK OF TRUCKS. NO EXCEPTIONS.** Boy Scouts of America regulations prohibit using the cargo area of trucks (including pick-ups with camper shells) and trailers for transportation of passengers, or persons riding on the tailgate of station wagons. Each occupant should have and use a seat belt. Please cooperate by keeping your Scouts off such equipment. Drivers of vehicles must be at least 18 years of age with current driver's license. All vehicles must have seat belts for the number of occupants. This is a state law.

**CAMP SPEED LIMIT AND VEHICLE STORAGE** - The maximum speed limit for all vehicles at camp is 15 miles per hour (5 miles per hour inside camp). Driving off-road is not permitted and all vehicles must be parked in designated parking areas with proper ID tags displayed. Absolutely no cars/vehicles/trailers of any kind will be allowed in campsites. All troop buses, trucks and trailers must be parked in designated areas. The owner of each vehicle is the person solely responsible for its security. The Heart of America Council is not responsible for loss or damage caused by fire, storm, theft or vandalism to any person, vehicle, and trailers or for any loss or damage to articles left in vehicles.

**ENDANGERED SPECIES** - The Council of Chieftains passed a resolution banning the use of endangered species claws, feathers, and/or parts from being used for Mic-O-Say attire. Remember that Federal Law protects birds of prey, and possession is punishable by fines or imprisonment.

**WILDLIFE** - The H. Roe Bartle Scout Reservation is home to many types of wild animals. Hunting, harming or collecting wildlife is not permitted. Only your Camp Ecology Director is authorized to collect and display wild animals.

**TROOP ROCKS** - "Troop Rocks" are a unique method for troops to build camp traditions. If your troop would like to establish a troop rock, see your camp director for approval. **Troop rocks are not permitted in campsites.**



# CAMP RULES AND REGULATIONS

## CONSERVATION PRACTICES

- Do not cut down any trees.
- Do not hike trails that are marked “Closed” and do not cut across switchbacks.
- Only conduct conservation projects that have approval of the Camp Management.
- Never leave a fire unattended! Make sure to put it “dead out” with water and dirt.
- Please leave your campsite cleaner than you found it.
- Please pick-up any trash you find along camp trails.

**ARMY CORPS OF ENGINEER MARKERS** - Army Corps of Engineer property surrounds much of the reservation. Yellow signposts mark these boundaries. Removing or damaging these markers is very costly because resurveying is required to replace any missing markers. Please be sure that Scouts respect these markers.

**FIREWORKS** – Fireworks are not permitted on the Bartle Scout Reservation.

**TOBACCO USE POLICY** – Smoking is permitted ONLY in designated areas. This policy includes e-cigarette. See your Camp Commissioner if you are unsure of those locations. Smoking is not allowed at anytime in campsites, parking lots, program areas, trails, buildings or MOS grounds.

**ALCOHOLIC BEVERAGES & ILLEGAL DRUGS** - The Heart of America Council will not tolerate the presence of alcoholic beverages, drugs, or persons obviously under the influence of same, at any of our council camps. Violators will be asked to leave camp. Possession of controlled substances is a violation of state law and may be subject to criminal prosecution. Please announce this policy to all those who attend camp. Remember, while at camp the twelve parts of the Scout Law are in effect. Leaders are setting an example for Scouts to follow.

**PERSONAL FIREARMS** - Personal firearms, archery equipment and sheath knives are not allowed at camp, or on camp archery or firing ranges. If brought to camp, such personal equipment must be turned in to the camp administration until checkout at the end of the camp session. Tell your Scouts to leave them at home.

Scouters may NOT carry firearms at Scouting Activities outside of Shooting Sports Programs. While various state laws may have authorized individual Scouters to legally carry or conceal firearms, they are NOT permitted to carry them while involved in scouting activities outside of the shooting sports program. This applies to all persons involved in the activity, as the activity should be under the control of an appropriate Scouter. This has not changed.

The BSA policy on this can be found in the [Guide to Safe Scouting](#) in both the Shooting Sports section and the unauthorized activity listing: “Except for law enforcement officers required to carry firearms within their jurisdiction, firearms shall not be brought on camping, hiking, backpacking, or other Scouting activities (emphasis added) except those specifically planned for target shooting under the supervision of a currently certified BSA national shooting sports director or National Rifle Association firearms instructor

**LIQUID FUEL AT CAMP** - The use of liquid or jellied fuels, gasoline, or oil lighting and/or cooking equipment, petroleum-powered motors and generators other than in automobiles are prohibited at camp except when used in an Outpost program area. The storage of any type of liquid fuel in the troop campsite is strictly prohibited. NOTE: Motors or generators run by battery or other means are not acceptable at camp due to the potential fire hazard and noise pollution they create.



## CAMP RULES AND REGULATIONS

**SHOWERS** - Showers are available at the pool. "Make Shift" showers are NOT allowed in campsites. Adults can use the showers anytime except from 6:00 am to 7:00 am, when the showers are closed for cleaning. Adult Males can use both Adult and Scout showers from 9:45 pm until 6:00 am. Scouts may use their designated showers from 7am until 9:45pm. On Ceremony nights, New Braves and Warriors may use their designated showers until midnight. Women showers are off limits to both Scouts and Adult Males at all times.

**LEADER CABIN LIGHTING** - Due to the dangerous chemicals in car batteries, they aren't allowed.

**EAGLE BOARDS OF REVIEW** - Eagle Boards of Review must be scheduled during visitor's hours only. If they are setup for any other time, family and District Chairman may not be allowed on the Reservation. Boards cannot be scheduled for the Point, MOS Memorial Lodge, Lone Bear Lodge, or the shelter in Staff Family Circle. They can be scheduled for the Chapel areas. Please don't embarrass yourself by inviting parents to camp for a Board of Review when they will be turned away after a long drive. It is requested that you do not use Bartle staff for Eagle boards as it takes them away from their staff duties.

**ROPE SWINGS & PIONEERING PROJECTS** - Due to their inherent risk, rope swings are prohibited at camp. All monkey bridges and pioneering projects constructed at camp must have approval and be less than six feet off the ground. Check with Camp Director before erecting any projects.

**HAMMOCKS** - Because of past injuries (minor and serious) hammocks are not permitted at camp.

**BIKES** - Scouts and adult campers may NOT bring bikes to the Reservation.

**RUNNING/WALKING** - The black topped surface on Scout Camp Road lacks an apron and has steep drop offs creating a potential hazard. Biking, hiking, jogging, etc. are at your own risk on this road. Joggers, runners and walkers are encouraged to use the safer Family Housing Circle Road or the Lake Front Road from LS Trading Post to the Lake.

**STAFF HOUSING** - Campers and troop leaders are not permitted in the Staff Housing Areas. Remember, this is their camp home. Just as you deserve privacy in your troop site, the staff also deserves their privacy.

**SHOES** - No open toed or 'flip flops' (including sandals) are allowed due to the rocky trails.

**DINING HALL ATTIRE** - Swim suits, tank tops, open toe shoes or sleeveless shirts are not permitted in the Dining Hall, with the exception of Scouts in Lifesaving and Lakefront Merit Badges. They should come to breakfast in their swim suit.

**CLEANLINESS** - Please help us keep your reservation looking nice. Your troop is responsible for keeping your campsite clean. The Maintenance Commissioner can give you information for proper procedures to clean and maintain your latrine. Trash should be taken to the dumpster daily and when leaving camp. Do not leave chairs, rugs, etc., when you depart. Your troop can help keep trash picked up along the roads. Please remind everyone that a good Scout takes only pictures, and leaves only footprints. Please do not litter.

Cleaning the Pool Shower House is the responsibility of the leaders under the direction of the Pool Staff. Please see the Pool Staff for direction, scheduling and procedures. The Maintenance Commissioner can also help you with this.

**SELLING POLICY** - The sale of merchandise to campers, leaders, or staff for personal or unit profit is not permitted. The use of Heart of America Council, H Roe Bartle Scout Reservation or Tribe of Mic-O-Say logos are protected and written permission is required.



## CAMP RULES AND REGULATIONS

“The Heart of America Council, Boy Scouts of America, by signature of the Scout Executive shall have the sole right to authorize the use of insignia, words, phrases, designation marks, pictorial representation and descriptive remarks related to the program of the corporation, including the Tribe of Mic-O-Say, on commercial products, promotional efforts and/or sale and distribution to members of the Boy Scouts of America and/or the general public. The use of same shall be only as authorized and approved by the Scout Executive.”

**VANDALISM AND PRANKS** – Vandalism and pranks which cause damage and/or require labor necessary to restore the camp property to its original condition will not be tolerated. Scout troops engaged in such practices may lose their placement in future camp draws. Scouts and leaders making unauthorized entry into buildings and/or program areas or not in their campsite after taps may be asked to leave the reservation. All Scouts and leaders must be in Dining Hall during meals.

**EQUIPMENT DAMAGE CHARGES** – Each Scout and Troop is responsible for taking care of camp equipment that has been assigned for their use. In case of damage to this equipment, the individual or troop is responsible for payment of repairs or replacement. The charges are as follows:

<b>COTS</b>	Canvas replacement (rips, cuts, or writing on canvas)	\$35.00
	Cot replacement (when canvas and frame are damaged)	\$75.00
	Cot end, leg or side board replacement	\$20.00
	Metal Cots	\$75.00
<b>ARMY CORPS OF ENGINEER MARKER REPLACEMENT</b>		\$1500.00
<b>TENTS</b>	Rips and tears	\$10.00 per inch
	Writing on canvas	\$25.00 per panel
	Tent replacement	\$365.00
	Waterproofing Destroyed	(Determined on Case by Case Basis)

**DO NOT BRING AEROSOL CANS TO CAMP.** Aerosol spray used inside tents WILL remove waterproofing from tents. If waterproofing is destroyed, the cost is determined by individual case.

**DO NOT USE OPEN FLAMES, MOSQUITO COILS OR INCENSE INSIDE YOUR TENTS or CABINS.**

Replacement charges will apply.

**OTHER** - Equipment or supplies issued for merit badge or individual use will be replaced or repaired on actual cost basis.

**HEART OF AMERICA COUNCIL DRONE (sUAS) POLICY** - The use of Drones (sUAS) on the Heart of America Property and camps or events must have the approval of the Reservation Director or the Event Professional or Staff Advisor. To request the use of Drones (sUAS), a Council request form must be filled out and turned in two weeks prior to the date of the event.



## VI. CAMP SERVICES

**CAMPSITE COMMISSIONERS** - Your campsite is the base from which the program at the Heart of America Council camp operates. A Campsite Commissioner is assigned to your campsite to help develop and carry out a full and balanced camping program. The degree of assistance rendered by the commissioners will depend upon the needs, desires and experiences of each troop. The primary purpose of their work is to help you help your troop. They will visit your campsite every day to offer assistance with your camp program.

The Campsite Commissioners' function will be similar to that of your unit commissioner back home, except they will be available to you during the full time you are in camp. They have a sound understanding of Scouting's basic principles, the patrol method, and possess most, if not all, of the traditional Scouting skills.

Campsite Commissioners are there to help you, but not do it for you. In short, they will not take over the running of your troop, a patrol, or a single boy. You and you alone are the leader of your troop in camp, so don't expect, or ask, these staff members to assume your responsibilities.

**MAINTENANCE COMMISSIONER** - The Maintenance Commissioners are important staff members at camp. They are there to provide attention to most of your maintenance needs.

Refer to them for information on campsite maintenance projects. Your support of maintenance is not limited to your campsite. Ask these Commissioners early in the session about needs in other areas of the reservation. There are always projects that could use additional manpower. Troops are encouraged to bring basic hand tools to help complete projects.

For safety reasons, the maintenance yard is restricted to staff only. These Commissioners will help you get tools and arrange for materials that are required to do your project.

**CAMP CHAPLAIN SERVICE** - There is a Chaplain in camp or on the reservation at all times. They are there to minister to the needs of the Scouts and Scouters. The Council's Jewish, Community of Christ, Episcopal, Catholic, Restoration and Protestant Committees on Scouting select the chaplains.

Chaplains are excellent people to get involved in working with homesick campers and other problems that may arise. They are accessible through your Campsite Commissioners or the Camp Director.

The chaplains provide many religious programs during the time at camp including: information on religious emblem programs and other programs as announced.

There will be an opportunity for Scouts and Scouters to begin a faith journey in the "Leather's Program". This program was created by the efforts of the Protestant, Jewish, Community of Christ and Catholic committees. All Scouts and Scouters are welcome to join. It is a program which builds from year to year on a person's spiritual life. The beginning year is a Blue Leather Book. All who begin this process will work through a Blue Book with questions and answers. At the end of the time, the Chaplains will give all participants a carabiner and a blue round leather. The second year is the Grey Leather Book. The same process will be asked of the participants, to work on the materials and then meet with your Chaplain at the designated time and place to receive a grey pony bead to add to your Leather rounder. The third year is the Silver Leather Book and the fourth year is the Gold Leather Book. The fifth year is the Red Leather Book, with continued digging into each person's faith. The sixth year is a Purple Leather Book. And the final book is a White Leather Book. The intent of the carabiner and leather/beads is to build from one year to the next. If a youth or adult does not return with their carabiner/leathers there will be a nominal fee to replace them.

The Protestant chaplains, offer Bibles and/or Gospel of John books at their worship times for those who have not received one in the past or did not bring one to camp. If you would like to receive one, ask your camp chaplain when he/she visits your campsite.





## CAMP SERVICES

In addition, the chaplain provides camp church services during each session. All Scouts and Scouters are expected to attend and wear their Class A Scout uniform. If there are Scouts/Scouters who play instruments and would like to help with worship services, please bring them to camp and let your Chaplain know that you are available. We encourage participation from all who are in camp during the session. There will be an offering received at Chapel services to continue the work of the chaplains/committees at camp. Service times will be announced in camp. Please attend a service of your choice. Remember a Scout is reverent!

**OSAGE RIVER TRADING COMPANY** - The Osage River Trading Company is your one-stop location in camp to take care of camp business or purchase needed supplies. Hours are from 7:00 am - 10:00 pm daily (No trading post sales during meal time). On opening night campfire, call night, and closing night campfire the ORTC will close at 6:30 pm.

**BANK PLAN** - A limited amount of space is available for storage of unit bank bags on a first-come first-served basis. The bag must be a locking bag. It will be signed in and out during regular office hours. If the bag is not a locking bag it will not be accepted.

**GATE CLOSURE** - Gates at the Indian and RHQ will be closed and staffed from 11:00 pm to 6:00 am daily.

**ICE AVAILABLE** - Bag and block ice is available at the Osage River Trading Company.

**RESERVATION BUS** - The bus schedule is posted at the Osage River Trading Company and on your bulletin board

**WI-FI** - Free Wi-Fi will be available outside all 3 Dining Halls 24 hours a day. It is not available at the Training Center or Reservation Headquarters.

**MAIL** - Out-going mail is picked up at 10:00 am. In-coming mail is delivered to the camp office by 3:00 pm. An adult leader from each campsite should pick up mail at the Camp Office. There is no mail service on Sundays or holidays. When mailing something to camp, please be sure to include your return address AND the following information to ensure that the mail reaches the right camper:

Full Name & Troop Number

Camp \_\_\_\_\_ (Lone Star, Piercing Arrow, OR Sawmill), Campsite \_\_\_\_\_

Bartle Scout Reservation

5525 NE Scout Camp Rd

Osceola, MO 64776-9000

**TELEPHONE** - One of the questions from parents is where their son will be and how they can reach him. Please encourage parents to write and not to call unless it is a real emergency. Incoming calls will be taken by the Camp Office and messages forwarded to the requested party. The camp telephone number is 417-646-8115. Offices are open from 7:00 am to 10:00 pm to handle incoming calls. Emergency messages after 10:00 pm will be handled on an individual basis.

**SECURITY AT CAMP** - Occasionally belongings are misplaced, lost, or even stolen. Scouts should not bring valuables to camp and should mark all belongings with their name and troop number. Many items remain in the camp lost and found each session because the owner cannot be identified. Rings, watches, claws, etc. should never be taken to the Pool or Lakefront. The Heart of America Council is not responsible for lost or stolen items.

**TRAINING** - Every Scout deserves trained leaders. Please remind your first time leaders that training is available in your district before camp and at camp this summer. A new leader should have training before he/she is a camp leader or recommended for Mic-O-Say.



## CAMP SERVICES

**WRISTBANDS** – Visiting hours are from 10:00 am to 5:00 pm. All visitors MUST have a visitor wristband, except on Visitor Day.

Tribesmen may attend campfires and tribal ceremonies but must leave the reservation shortly after the event. They do not need a wristband. If they arrive before the meals they must have a visitor's or part-time wristband. Non-Tribesmen visitors may not remain on the reservation after 5:00 pm.

Colored wristbands will be issued for full-time and part-time leaders. Visitors are BRIGHT PINK. They may not enter the Dining Hall or participate in camp programs.

Each camper will have a wristband reflecting his swim test. Swimmers are BLUE, Learning swimmers are RED, and Non-swimmers are WHITE. Full-time or part-time leaders wishing to swim must have a leader's band and a swim band. Visitors may not swim.

Broken wrist bands will be replaced as soon as possible at the Camp Office. Take the broken band to the Osage River Trading Company.

**HRB LEAVE NO TRACE RECYCLING PROGRAM** - During the camping season of 2016, H. Roe Bartle Scout Reservation collected over 28,000 pounds of recyclables and kept it out of our local landfill, as well as helping save money on garbage collection. Once again, we will be recycling certain materials (aluminum, tin, plastic, and cardboard) at H. Roe Bartle Scout Reservation.

We are asking each troop to do their part as stewards of our Reservation and assist us with the collection of these recyclables. We will have collection points at several locations throughout each camp. Currently there are bins at each ORTC and the main camp collection points located behind each dining hall. Future collection point plans include aluminum and plastic drink bottle bins at each Eco-Lodge, Arts and Crafts Lodge, and each Staff Area, as well as totes in each campsite to aid in collection and delivery to the dining halls.

It is suggested that each campsite collect all of their recyclable materials and deliver them to the marked bins behind the dining halls prior to each meal. Cardboard can be flattened and placed in the trailer while aluminum, tin, and plastic can be rinsed and placed in the correct tilt cart.

Environmental stewardship, like recycling, is a responsibility we all share. As members of the Boy Scouts of America, it is even more important to be an environmentally conscious and responsible role model to all around and help support HOAC's "Leave No Trace" ideals.

Each ORTC will also have a bucket specifically for collection of used batteries. Don't throw those flashlight batteries in the regular garbage! Take them to your ORTC and place them in the marked bucket for proper recycling and disposal.

### Volunteer Opportunities

**THE PROTESTANT COMMITTEE ON SCOUTING IS LOOKING FOR YOUR HELP** - We are continually looking for ways to improve our Sunday morning Protestant services at Bartle Scout Reservation and are asking for your assistance in providing us with music and vocal talent from your Troop. If you have the talent within your troop membership that we are looking for please contact as noted below. With your help we can provide a high energy time of worship throughout the summer in all of our Sunday Protestant services.

When replying please send me your Name and contact, session number, camp, campsite, and talent you have available and I will get you in contact with the Protestant Chaplain for the session you will be down.

Thanks for all you do to serve our scouts and communities. I look forward to hearing from you.

### SCOUTS LEAD THE WAY!

Jason Sjorlund • H. Roe Bartle Scout Reservation • Protestant Chaplain • [jsjorlund@embarqmail.com](mailto:jsjorlund@embarqmail.com)



### Troop Pre-Camp Calendar Schedule

Many weeks before you arrival date at Bartle, the Troop's leadership should complete this schedule by filling in the dates and assignments, and distributing as necessary to ASMs and parents.

1. \_\_\_\_ Fundraising for Scouts needing help. (As early as known)
2. \_\_\_\_ Complete all "Youth Special Needs Request" forms and deliver to Camping services four weeks prior to session (see Leader's Guide Appendix).
3. \_\_\_\_ Troop swim for qualification (Who cannot).
4. \_\_\_\_ Promotion meeting with parents (see Leader's Guide Appendix for handouts)
5. \_\_\_\_ Assign ASMs going to camp the following duties:
  1. First aid/prescription lock box and all Current Annual Health and Medical Record forms gathered and checked for completeness prior to arrival at camp.
  2. Transportation
  3. Banker
  4. Equipment
  5. Visitor's day (parking, lunch, supper, announcements, etc)
  6. ASMs to check on MB progress at camp
  7. Trail to First Class program
6. \_\_\_\_ Meeting with PLC to discuss patrol methods at camp.
7. \_\_\_\_ Make a Merit Badge schedule for each Scout and list badges he wants to take. (We recommend four for first year campers, some handicraft). Complete on-line Merit Badge sign-up two weeks prior to your session.
8. \_\_\_\_ Ensure all adults attending are BSA registered and trained.
9. \_\_\_\_ Complete Pre-camp MB pamphlet and Bartle t-shirt order from and deliver to Camping Services prior to May 1, 2018 for a discount (see Leader's Guide Appendix)
10. \_\_\_\_ Outpost program requests - see Outpost Program Guide on page 40.
11. \_\_\_\_ Complete and Sign Mic-O-Say recommendation forms immediately after full Troop Committee has voted. (See Mic-O-Say Leader's Guide Appendix).
12. \_\_\_\_ Complete the "Bartle Camp Fee Worksheet" before arriving at camp, if possible (see Leader's Guide Appendix). PDQ after arriving.
13. \_\_\_\_ Sign up for Outdoor Leader Skills (See Program Guide)

**HOAC-BSA  
10210 Holmes Rd  
Kansas City, MO 64131  
Ph: 816-569-4928  
Fax: 816-569-4981**

**Additional forms can be found at**

**<http://www.hoac-bsa.org/AboutUs/Forms/CampingInfo.aspx>**

**SAMPLE LETTER TO INFORM YOUR PARENTS ABOUT CAMP**

TO THE PARENTS OF FIRST TIME BARTLE CAMPERS:

You and your son are about to embark on a fun-filled adventure – Boy Scout Summer Camp at H. Roe Bartle Scout Reservation. We say ‘you and your son’ because you are one of the major influences on how your son will view his camping experience. If you show interest, enthusiasm and encouragement, your son is much more likely to do the same. Demonstrate to him that you believe in him and his abilities. Bartle is a wonderful experience where your son will have a great time and will grow both physically and mentally. With your help, he will get the most out of his experience.

As the time to depart for camp draws near, your son will need your special attention helping him acquire, mark and pack his clothing and Scouting items. Prior to this special day, it might be fun if someone suggests and/or organizes a Mom’s brunch for after the troop leaves or a get together at someone’s house for “Mom’s Night Out.” There’s comfort in numbers! Also, “seasoned” Moms will have a wealth of information and experiences they will gladly share.

Your Scout will be looking forward to your visit on Visitor Day. We suggest you plan to arrive between 10:00 and 11:00 am. Every family is encouraged to attend. Parking at camp is limited, therefore carpooling is strongly encouraged. Your attendance and support for your Scout on this special day during each session helps him to know how important he is to you. Additionally, he is anxious to share with and show you what he is experiencing.

Many troops have a buffet picnic lunch. Food should be brought to camp in disposable containers. Due to the heat, please don’t leave dishes that contain mayonnaise or ingredients such as tuna out for more than a couple of hours and be sure to take that food home with you. Most often enough food is brought on Visitor Day to allow the Scouts and leaders to have enough for not only the noon meal, but also an evening snack. Campers look forward to this day during their session because we all know that home-cooked food is much tastier than camp food.

Bring your lawn chairs. Expect the weather to be sunny, hot and humid. The camp is dusty and rocky, so wear your most comfortable shoes (sandals are not a good choice). Your son will want to show you where he spends his days and this requires considerable walking. You will be able to see Bartle through the eyes of your son. Do not bring pets to camp!

Please plan your departure from the campsite no later than 4:00 pm, as the boys will have evening activities to attend. If your Scout is a bit sad to see you leave, don’t delay – that only makes it harder for him (and you)! In most instances, within a very few minutes after you leave, your son will be off to another adventure and a fun filled evening. Your Leaders are aware that departure time is sometimes difficult, so be ready to handle homesickness that might arise.

You might consider mailing a short note or a funny card to your Scout on the day before he leaves for camp so he will get some mail shortly after he arrives at camp. However, **DO NOT TELL HIM ALL THE FUN YOU ARE HAVING WHILE HE IS GONE!** Make your letter sound as if life is **RATHER DULL AT HOME.**

Bartle is a large place with hundreds of campers per session. Please do not call unless it is truly an emergency that cannot wait. Even then, it will be some time before the message can be delivered, and a return call placed back to you. Phones can be a source of homesickness. Should your Scout call home, we suggest you give him encouragement that you want him to stay and have a great camping experience.

# 2018 Bartle Camp Fee Worksheet

Troop \_\_\_\_\_ District \_\_\_\_\_ OC \_\_\_\_\_  
**Session** \_\_\_\_\_ **Camp LS / SM / PA** **Campsite** \_\_\_\_\_

<input type="text"/>	<b>A. Total full time slots reserved</b> (Draw plus any increases in slots)		
<input type="text"/>	Scouts (in-council, paid on April 18, 2018)	x	\$345.00
<input type="text"/>	Scouts (in-council, paid after April 18, 2018)	x	\$370.00
<input type="text"/>	Scouts (out-of-council, paid on April 18, 2018)	x	\$345.00
<input type="text"/>	Scouts (out-of-council, paid after April 18, 2018)	x	\$370.00
<input type="text"/>	1st two full time leaders (in-council, paid on April 18, 2018)	x	\$245.00
<input type="text"/>	1st two full time leaders (in-council, paid after April 18, 2018)	x	\$270.00
<input type="text"/>	1st two full time leaders (out-of-council, paid on April 18, 2018)	x	\$245.00
<input type="text"/>	1st two full time leaders (out-of-council, paid after April 18, 2018)	x	\$270.00
<input type="text"/>	Full time leaders (in-council, paid on April 18, 2018)	x	\$345.00
<input type="text"/>	Full time leaders (in-council, paid after April 18, 2018)	x	\$370.00
<input type="text"/>	Full time leaders (out-of-council, paid on April 18, 2018)	x	\$345.00
<input type="text"/>	Full time leaders (out-of-council, paid after April 18, 2018)	x	\$370.00
<input type="text"/>	Shared leaders (in-council, paid on April 18, 2018)	x	\$345.00
<input type="text"/>	Shared leaders (in-council, paid after April 18, 2018)	x	\$370.00
<input type="text"/>	Shared leaders (out-of-council, paid on April 18, 2018)	x	\$345.00
<input type="text"/>	Shared leaders (out-of-council, paid after April 18, 2018)	x	\$370.00

<input type="text"/>	<b>B. Total full time participants</b>		
<b>Refund Policy (** MUST BE on Participant and Billing Statement)</b>			
<input type="text"/>	Transfer slots to different Session/Unit (debt/credit money in Record of Payments)	x	\$0.00
<input type="text"/>	Hired as Staff	x	\$0.00
<input type="text"/>	***Refund (Granted on/before April 18, 2018)	x	\$50.00
<input type="text"/>	***Approved Refund by the Camping Committee (after April 18, 2018)	x	\$50.00
<input type="text"/>	Requesting Refund/ No Refund/ Denied Refund	x	\$345.00

<input type="text"/>	<b>C. Total Refunds and/or Requested Refunds</b>		
<input type="text"/>	<b>A - B - C = 0</b> (If the Total does not equal 0, the unit will be charge \$345 x the Total (per the Refund Policy))		
<input type="text"/>	Total part time leaders (number of individuals)		
<input type="text"/>	Total part time leader days, paid on April 18, 2018)	x	\$50.00
<input type="text"/>	Total part time leader days, paid after April 18, 2018)	x	\$60.00
<input type="text"/>	Total part time leader days not used (non-refundable deposit)	x	\$15.00
<b>TOTAL FEES DUES</b>			

## RECORD OF PAYMENTS

Date	Receipt Number – attach any receipt that was issued at Bartle	Amount
<b>TOTAL PAYMENTS</b>		

<b>TOTAL DUE</b>		
Approved _____	_____	_____
<small>Unit Representation (Signature)</small>	<small>Unit Representation (Print Name)</small>	<small>HRB Initial</small>





# BARTLE PART TIME LEADER DAYS

Troop \_\_\_\_\_ District \_\_\_\_\_ Session \_\_\_\_\_ Camp \_\_\_\_\_ Campsite \_\_\_\_\_

Leader Name	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Total by Leader
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										
26										
27										
28										
<b>TOTAL BY DAY</b>										



# SHARED FULL TIME LEADER DAYS

Troop \_\_\_\_\_ District \_\_\_\_\_ Session \_\_\_\_\_ Camp \_\_\_\_\_ Campsite \_\_\_\_\_

Leader Name		Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Total by Leader
Ex.	John Scout										
	Make Camp										
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											





# SPECIAL NEEDS REQUEST - YOUTH

## REQUEST FOR PHYSICAL ARRANGEMENTS ASSISTANCE

•••• INCLUDES SPECIAL DIETARY REQUESTS ••••

(Attach Doctor's note stating reason if Medical)

### MUST BE SUBMITTED 4 WEEKS BEFORE THE CAMP SESSION BEGINS

Please Print or Type

Unit Type: \_\_\_\_\_ Unit Number: \_\_\_\_\_ District: \_\_\_\_\_  
(Troop, Crew, etc)

If Summer Camp, Session, Camp, and Campsite: \_\_\_\_\_

Event Name: \_\_\_\_\_

Unit Leader Making Request: Phone #: ( \_\_\_\_\_ ) \_\_\_\_\_

Request Made For (Name of Youth): \_\_\_\_\_ Age \_\_\_\_\_

Reason (Medical, Religious, Personal, etc) \_\_\_\_\_

### Type of Physical Arrangement, Assistance Requested or Special Dietary Request:

(Attach Doctor's note stating reason if Medical)

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Date Filed with Camping Services: \_\_\_\_\_ Copy to Reservation on: \_\_\_\_\_

Copy to Dining Hall Coordinator on \_\_\_\_\_ Other: \_\_\_\_\_

Return to: HOAC, 10210 Holmes Rd, Kansas City, MO 64131 • fax: 816-942-8086



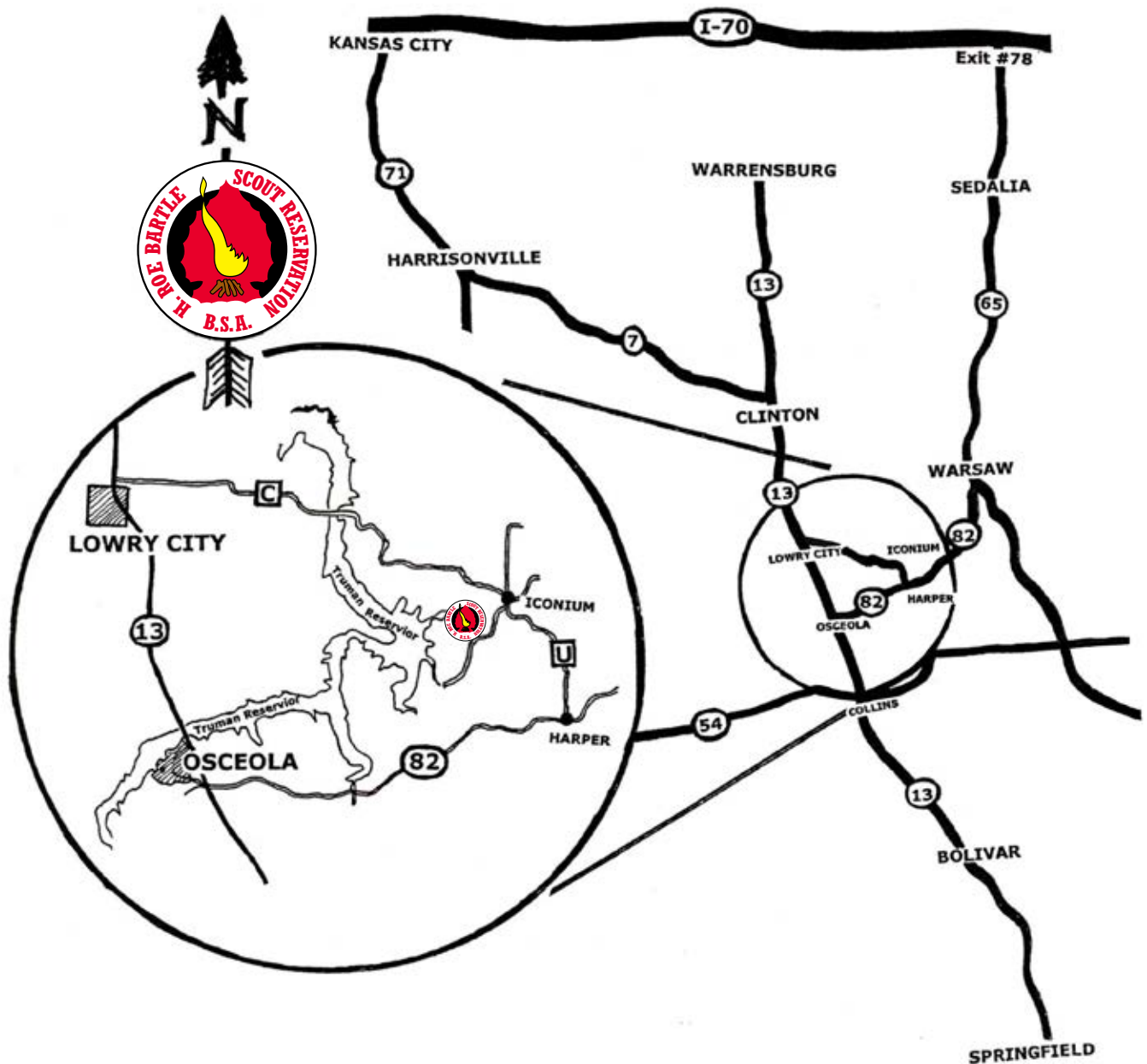


## DIRECTIONS TO H. ROE BARTLE SCOUT RESERVATION

**South from Kansas City via Harrisonville** - Highway 71 south to Harrisonville. Highway 7 from Harrisonville, south to Clinton. Highway 13 from Clinton to St. Clair County Highway C. Stay on Highway C approximately 12 miles to a stop sign. Turn right (south) through the town of Iconium, Missouri. The camp entrance is less than a mile from Iconium on Boy Scout Camp Road. Signs will point the way.

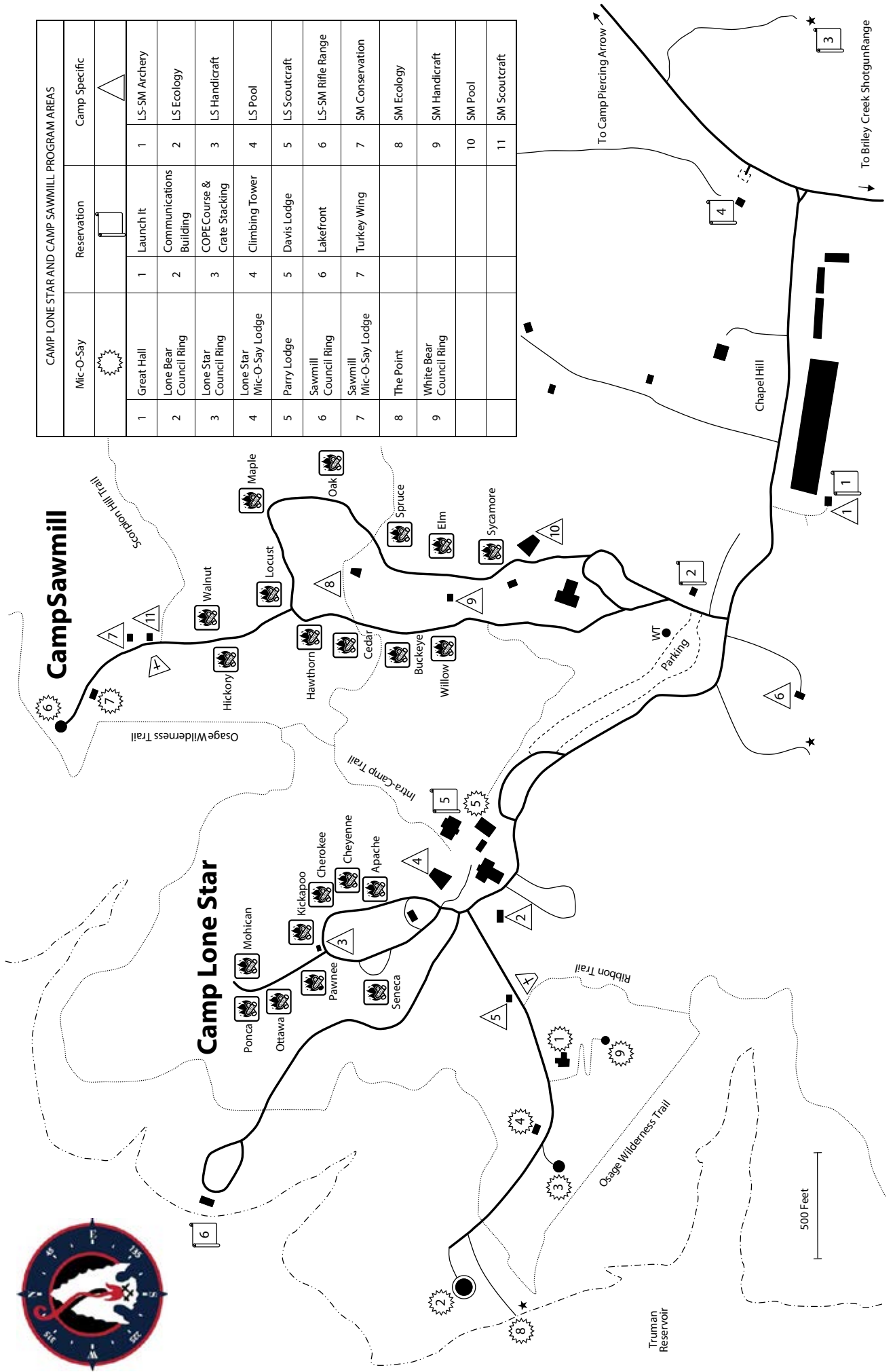
**North from Springfield** - Highway 13 through Lowry City to St. Clair County Highway C. Stay on Highway C approximately 12 miles to a stop sign. Turn right (south) through the town of Iconium, Missouri. The camp entrance is less than a mile from Iconium on Boy Scout Camp Road. Signs will point the way.

**West from St. Louis** - Take I-70 to exit 78, and then go south on Highway 65 through Sedalia, Missouri to Warsaw, Missouri. Stay on Highway 65, two miles south of Warsaw to State Highway 82 to Harper, Missouri (approximately 17 miles). At Harper, take St. Clair County U to Iconium, Missouri. The camp entrance is less than a mile from Iconium on Boy Scout Camp Road. Signs will point the way.





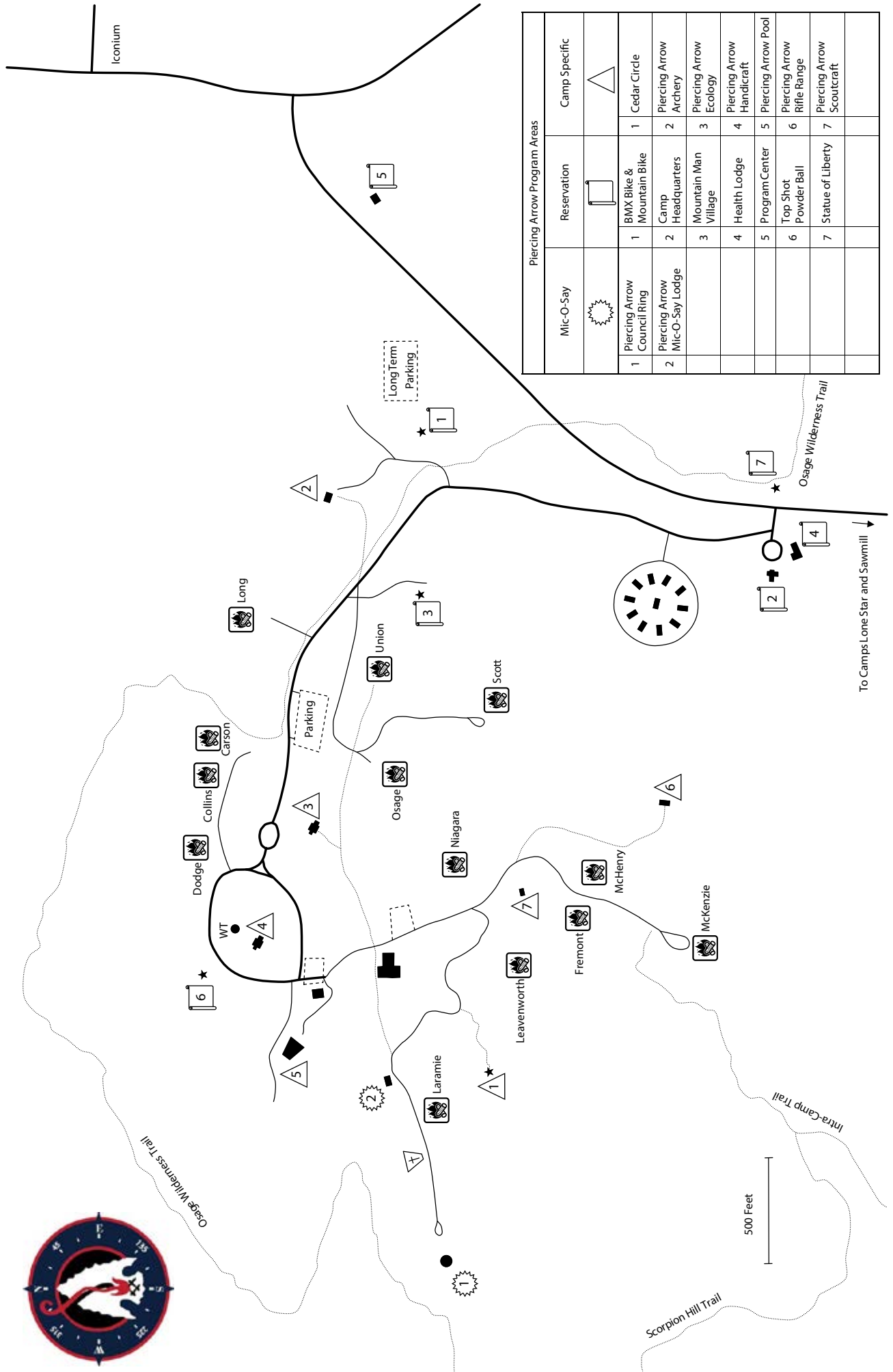
# CAMP LONE STAR AND CAMP SAWMILL



CAMP LONE STAR AND CAMP SAWMILL PROGRAM AREAS			
Mic-O-Say	Reservation	Camp Specific	
1 Great Hall	1 Launch It	1 LS-SM Archery	
2 Lone Bear Council Ring	2 Communications Building	2 LS Ecology	
3 Lone Star Council Ring	3 COPE Course & Crate Stacking	3 LS Handicraft	
4 Lone Star Mic-O-Say Lodge	4 Climbing Tower	4 LS Pool	
5 Parry Lodge	5 Davis Lodge	5 LS Scoutcraft	
6 Sawmill Council Ring	6 Lakefront	6 LS-SM Rifle Range	
7 Sawmill Mic-O-Say Lodge	7 Turkey Wing	7 SM Conservation	
8 The Point		8 SM Ecology	
9 White Bear Council Ring		9 SM Handicraft	
		10 SM Pool	
		11 SM Scoutcraft	



# CAMP PIERCING ARROW

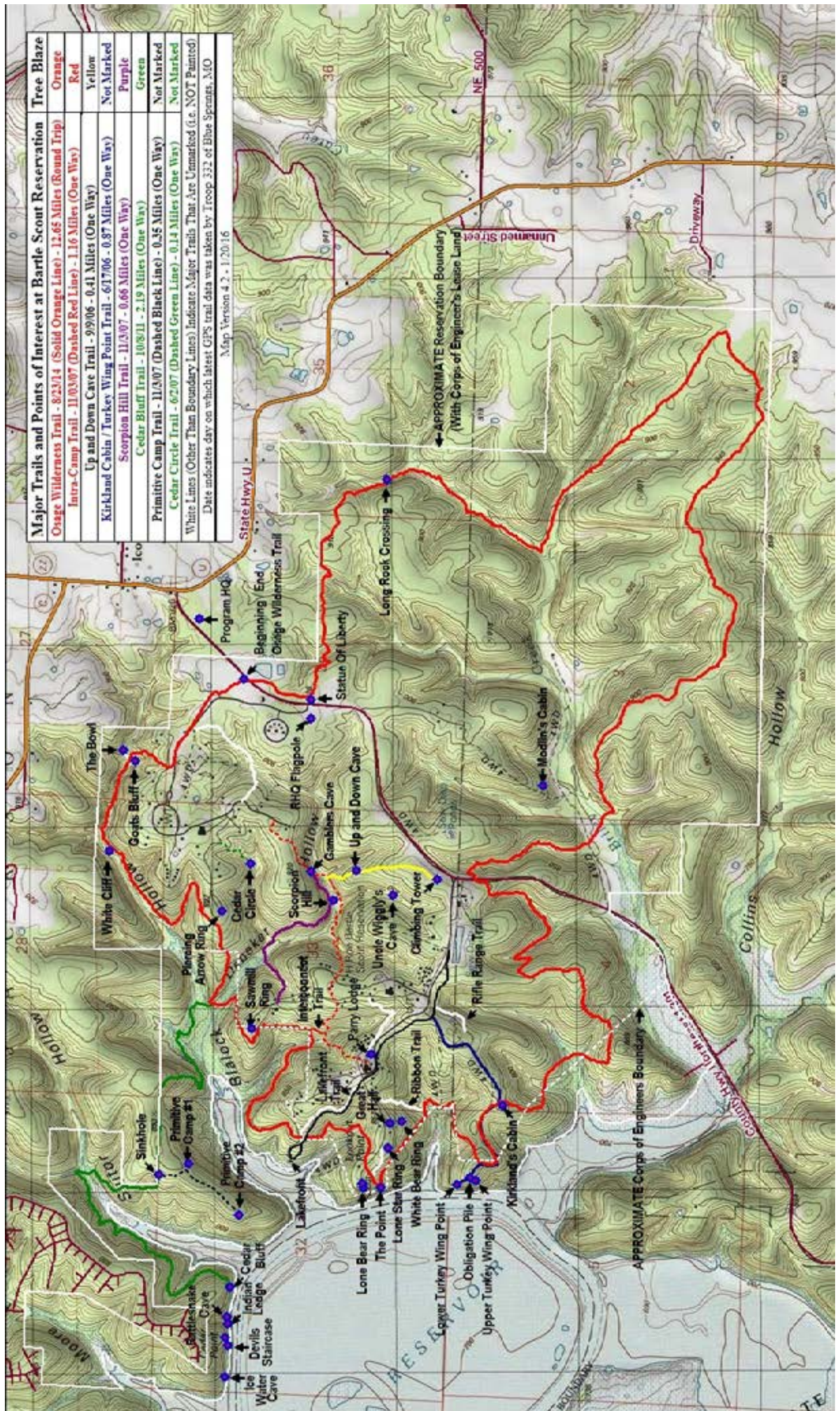


Piercing Arrow Program Areas		
Mic-O-Say	Reservation	Camp Specific
1 Piercing Arrow Council Ring	1 BMX Bike & Mountain Bike	1 Cedar Circle
2 Piercing Arrow Lodge	2 Camp Headquarters	2 Piercing Arrow Archery
	3 Mountain Man Village	3 Piercing Arrow Ecology
	4 Health Lodge	4 Piercing Arrow Handicraft
	5 Program Center	5 Piercing Arrow Pool
	6 Top Shot Powder Ball	6 Piercing Arrow Rifle Range
	7 Statue of Liberty	7 Piercing Arrow Scoutcraft

To Camps Lone Star and Sawmill →



# BARTLE TRAILS



Major Trails and Points of Interest at Bartle Scout Reservation	Tree Blaze
<b>Osage Wilderness Trail - 825/14 (Solid Orange Line) - 12.65 Miles (Round Trip)</b>	<b>Orange</b>
<b>Intra-Camp Trail - 11/03/07 (Dashed Red Line) - 1.16 Miles (One Way)</b>	<b>Red</b>
<b>Up and Down Cave Trail - 99/06 - 0.41 Miles (One Way)</b>	<b>Yellow</b>
<b>Kirkland Cabin / Turkey Wing Point Trail - 6/17/06 - 0.87 Miles (One Way)</b>	<b>Not Marked</b>
<b>Scorpion Hill Trail - 11/3/07 - 0.66 Miles (One Way)</b>	<b>Purple</b>
<b>Cedar Bluff Trail - 10/8/11 - 2.19 Miles (One Way)</b>	<b>Green</b>
<b>Primitive Camp Trail - 11/3/07 (Dashed Black Line) - 0.35 Miles (One Way)</b>	<b>Not Marked</b>
<b>Cedar Circle Trail - 6/2/07 (Dashed Green Line) - 0.14 Miles (One Way)</b>	<b>Not Marked</b>

White Lines (Other Than Boundary Lines) Indicate Major Trails That Are Unmarked (i.e. NOT Painted).  
 Date indicates day on which latest GPS trail data was taken by Troop 332 of Blue Springs, MO.  
 Map Version 4.2 - 1/20/16



## BSA National Outdoor Challenge Application

Date \_\_\_\_\_ Troop No. \_\_\_\_\_

District \_\_\_\_\_

Chartered Organization \_\_\_\_\_

To: Local Council

Attention: Council Camping Committee

Our patrol leaders' council reports that our troop has met the BSA National Outdoor Challenge by achieving the following.

1. The troop developed an annual plan for the current year.

2a. Our troop conducted 10 outdoor trips or activities with at least 50 percent of the registered youth participating.

Yes       No

OR

2b. Our troop increased the number of outdoor trip or activities compared to the previous year.

Previous year \_\_\_\_\_

Current year \_\_\_\_\_

Yes       No

3. Our troop attended long-term resident camp or a local/national high-adventure experience of at least six days/five nights.

Yes       No

4. The troop conducted at least one outing with a Webelos Scout den.

Yes       No

5. The troop earned at least one outdoors-related\* merit badge per Scout.

Number of registered Scouts \_\_\_\_\_

Total outdoor\* merit badges earned \_\_\_\_\_

Yes       No

6. The troop conducted at least one Leave No Trace program during the calendar year for a minimum of 50 percent of the members.

Yes       No

Camping chairman/unit commissioner \_\_\_\_\_

Scoutmaster \_\_\_\_\_

Senior patrol leader \_\_\_\_\_

Recognition:

National Outdoor Challenge streamer, No. 610297

\* Backpacking, Camping, Canoeing, Climbing, Cooking, Cycling, Emergency Preparedness, Environmental Science, First Aid, Fish and Wildlife Management, Fishing, Fly-Fishing, Forestry, Hiking, Lifesaving, Orienteering, Pioneering, Rowing, Scuba, Snow Sports, Soil and Water Conservation, Swimming, Water Sports, Whitewater.



BOY SCOUTS OF AMERICA®

430-016  
2010 Boy Scouts of America





# Part A: Informed Consent, Release Agreement, and Authorization

Full name: \_\_\_\_\_  
DOB: \_\_\_\_\_

High-adventure base participants:  
Expedition/crew No.: \_\_\_\_\_  
or staff position: \_\_\_\_\_

## Informed Consent, Release Agreement, and Authorization

I understand that participation in Scouting activities involves the risk of personal injury, including death, due to the physical, mental, and emotional challenges in the activities offered. Information about those activities may be obtained from the venue, activity coordinators, or your local council. I also understand that participation in these activities is entirely voluntary and requires participants to follow instructions and abide by all applicable rules and the standards of conduct.

In case of an emergency involving me or my child, I understand that efforts will be made to contact the individual listed as the emergency contact person by the medical provider and/or adult leader. In the event that this person cannot be reached, permission is hereby given to the medical provider selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for me or my child. Medical providers are authorized to disclose protected health information to the adult in charge, camp medical staff, camp management, and/or any physician or health-care provider involved in providing medical care to the participant. Protected Health Information/Confidential Health Information (PHI/CHI) under the Standards for Privacy of Individually Identifiable Health Information, 45 C.F.R. §§160.103, 164.501, etc. seq., as amended from time to time, includes examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

(If applicable) I have carefully considered the risk involved and hereby give my informed consent for my child to participate in all activities offered in the program. I further authorize the sharing of the information on this form with any BSA volunteers or professionals who need to know of medical conditions that may require special consideration in conducting Scouting activities.

With appreciation of the dangers and risks associated with programs and activities, on my own behalf and/or on behalf of my child, I hereby fully and completely release and waive any and all claims for personal injury, death, or loss that may arise against the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with any program or activity.

I also hereby assign and grant to the local council and the Boy Scouts of America, as well as their authorized representatives, the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made of me or my child at all Scouting activities, and I hereby release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all liability from such use and publication. I further authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings without limitation at the discretion of the BSA, and I specifically waive any right to any compensation I may have for any of the foregoing.

**NOTE: Due to the nature of programs and activities, the Boy Scouts of America and local councils cannot continually monitor compliance of program participants or any limitations imposed upon them by parents or medical providers. However, so that leaders can be as familiar as possible with any limitations, list any restrictions imposed on a child participant in connection with programs or activities below.**

List participant restrictions, if any:  None

I understand that, if any information I/we have provided is found to be inaccurate, it may limit and/or eliminate the opportunity for participation in any event or activity. If I am participating at Philmont, Philmont Training Center, Northern Tier, Florida Sea Base, or the Summit Bechtel Reserve, I have also read and understand the supplemental risk advisories, including height and weight requirements and restrictions, and understand that the participant will not be allowed to participate in applicable high-adventure programs if those requirements are not met. The participant has permission to engage in all high-adventure activities described, except as specifically noted by me or the health-care provider. If the participant is under the age of 18, a parent or guardian's signature is required.

Participant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/guardian signature for youth: \_\_\_\_\_ Date: \_\_\_\_\_

(If participant is under the age of 18)

Second parent/guardian signature for youth: \_\_\_\_\_ Date: \_\_\_\_\_

(If required; for example, California)

## Complete this section for youth participants only:

### Adults Authorized to Take to and From Events:

You must designate at least one adult. Please include a telephone number.

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Telephone: \_\_\_\_\_

### Adults NOT Authorized to Take Youth To and From Events:

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Telephone: \_\_\_\_\_



## Part B: General Information/Health History

Full name: \_\_\_\_\_

DOB: \_\_\_\_\_

**High-adventure base participants:**

Expedition/crew No.: \_\_\_\_\_

or staff position: \_\_\_\_\_

Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Height (inches): \_\_\_\_\_ Weight (lbs.): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP code: \_\_\_\_\_ Telephone: \_\_\_\_\_

Unit leader: \_\_\_\_\_ Mobile phone: \_\_\_\_\_

Council Name/No.: \_\_\_\_\_ Unit No.: \_\_\_\_\_

Health/Accident Insurance Company: \_\_\_\_\_ Policy No.: \_\_\_\_\_



**Please attach a photocopy of both sides of the insurance card. If you do not have medical insurance, enter "none" above.**



**In case of emergency, notify the person below:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Home phone: \_\_\_\_\_ Other phone: \_\_\_\_\_

Alternate contact name: \_\_\_\_\_ Alternate's phone: \_\_\_\_\_

### Health History

Do you currently have or have you ever been treated for any of the following?

Yes	No	Condition	Explain
<input type="checkbox"/>	<input type="checkbox"/>	Diabetes	Last HbA1c percentage and date:
<input type="checkbox"/>	<input type="checkbox"/>	Hypertension (high blood pressure)	
<input type="checkbox"/>	<input type="checkbox"/>	Adult or congenital heart disease/heart attack/chest pain (anginal)/heart murmur/coronary artery disease. Any heart surgery or procedure. Explain all "yes" answers.	
<input type="checkbox"/>	<input type="checkbox"/>	Family history of heart disease or any sudden heart-related death of a family member before age 50.	
<input type="checkbox"/>	<input type="checkbox"/>	Stroke/TIA	
<input type="checkbox"/>	<input type="checkbox"/>	Asthma	Last attack date:
<input type="checkbox"/>	<input type="checkbox"/>	Lung/respiratory disease	
<input type="checkbox"/>	<input type="checkbox"/>	COPD	
<input type="checkbox"/>	<input type="checkbox"/>	Ear/eyes/nose/sinus problems	
<input type="checkbox"/>	<input type="checkbox"/>	Muscular/skeletal condition/muscle or bone issues	
<input type="checkbox"/>	<input type="checkbox"/>	Head injury/concussion	
<input type="checkbox"/>	<input type="checkbox"/>	Altitude sickness	
<input type="checkbox"/>	<input type="checkbox"/>	Psychiatric/psychological or emotional difficulties	
<input type="checkbox"/>	<input type="checkbox"/>	Behavioral/neurological disorders	
<input type="checkbox"/>	<input type="checkbox"/>	Blood disorders/sickle cell disease	
<input type="checkbox"/>	<input type="checkbox"/>	Fainting spells and dizziness	
<input type="checkbox"/>	<input type="checkbox"/>	Kidney disease	
<input type="checkbox"/>	<input type="checkbox"/>	Seizures	Last seizure date:
<input type="checkbox"/>	<input type="checkbox"/>	Abdominal/stomach/digestive problems	
<input type="checkbox"/>	<input type="checkbox"/>	Thyroid disease	
<input type="checkbox"/>	<input type="checkbox"/>	Excessive fatigue	
<input type="checkbox"/>	<input type="checkbox"/>	Obstructive sleep apnea/sleep disorders	CPAP: Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	List all surgeries and hospitalizations	Last surgery date:
<input type="checkbox"/>	<input type="checkbox"/>	List any other medical conditions not covered above	



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## Part B: General Information/Health History

Full name: \_\_\_\_\_

DOB: \_\_\_\_\_

**High-adventure base participants:**

Expedition/crew No.: \_\_\_\_\_

or staff position: \_\_\_\_\_

### Allergies/Medications

Are you allergic to or do you have any adverse reaction to any of the following?

Yes	No	Allergies or Reactions	Explain	Yes	No	Allergies or Reactions	Explain
<input type="checkbox"/>	<input type="checkbox"/>	Medication		<input type="checkbox"/>	<input type="checkbox"/>	Plants	
<input type="checkbox"/>	<input type="checkbox"/>	Food		<input type="checkbox"/>	<input type="checkbox"/>	Insect bites/stings	

List all medications currently used, including any over-the-counter medications.

CHECK HERE IF NO MEDICATIONS ARE ROUTINELY TAKEN.

IF ADDITIONAL SPACE IS NEEDED, PLEASE INDICATE ON A SEPARATE SHEET AND ATTACH.

Medication	Dose	Frequency	Reason

YES  NO Non-prescription medication administration is authorized with these exceptions: \_\_\_\_\_

Administration of the above medications is approved for youth by:

\_\_\_\_\_/\_\_\_\_\_  
 Parent/guardian signature MD/DO, NP, or PA signature (if your state requires signature)

!

**Bring enough medications in sufficient quantities and in the original containers. Make sure that they are NOT expired, including inhalers and EpiPens. You SHOULD NOT STOP taking any maintenance medication unless instructed to do so by your doctor.**

!

### Immunization

The following immunizations are recommended by the BSA. Tetanus immunization is required and must have been received within the last 10 years. If you had the disease, check the disease column and list the date. If immunized, check yes and provide the year received.

Yes	No	Had Disease	Immunization	Date(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tetanus	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pertussis	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diphtheria	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Measles/mumps/rubella	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Polio	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Chicken Pox	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Hepatitis B	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Meningitis	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Influenza	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (i.e., HIB)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exemption to immunizations (form required)	

**Please list any additional information about your medical history:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**DO NOT WRITE IN THIS BOX**  
 Review for camp or special activity.

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

Further approval required:  Yes  No

Reason: \_\_\_\_\_

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

# Part C: Pre-Participation Physical

This part must be completed by certified and licensed physicians (MD, DO), nurse practitioners, or physician assistants.

Full name: \_\_\_\_\_

DOB: \_\_\_\_\_

**High-adventure base participants:**

Expedition/crew No.: \_\_\_\_\_  
or staff position: \_\_\_\_\_

!

**You are being asked to certify that this individual has no contraindication for participation inside a Scouting experience. For individuals who will be attending a high-adventure program, including one of the national high-adventure bases, please refer to the supplemental information on the following pages or the form provided by your patient.**

!

**Examiner: Please fill in the following information:**

		Yes	No	Explain							
Medical restrictions to participate		<input type="checkbox"/>	<input type="checkbox"/>								
Yes	No	Allergies or Reactions		Explain		Yes	No	Allergies or Reactions		Explain	
<input type="checkbox"/>	<input type="checkbox"/>	Medication				<input type="checkbox"/>	<input type="checkbox"/>	Plants			
<input type="checkbox"/>	<input type="checkbox"/>	Food				<input type="checkbox"/>	<input type="checkbox"/>	Insect bites/stings			
Height (inches): _____		Weight (lbs.): _____		BMI: _____		Blood Pressure: _____ / _____		Pulse: _____			

	Normal	Abnormal	Explain Abnormalities
Eyes	<input type="checkbox"/>	<input type="checkbox"/>	
Ears/nose/throat	<input type="checkbox"/>	<input type="checkbox"/>	
Lungs	<input type="checkbox"/>	<input type="checkbox"/>	
Heart	<input type="checkbox"/>	<input type="checkbox"/>	
Abdomen	<input type="checkbox"/>	<input type="checkbox"/>	
Genitalia/hernia	<input type="checkbox"/>	<input type="checkbox"/>	
Musculoskeletal	<input type="checkbox"/>	<input type="checkbox"/>	
Neurological	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	

## Examiner's Certification

I certify that I have reviewed the health history and examined this person and find no contraindications for participation in a Scouting experience. This participant (with noted restrictions):

True	False	Explain
<input type="checkbox"/>	<input type="checkbox"/>	Meets height/weight requirements.
<input type="checkbox"/>	<input type="checkbox"/>	Does not have uncontrolled heart disease, asthma, or hypertension.
<input type="checkbox"/>	<input type="checkbox"/>	Has not had an orthopedic injury, musculoskeletal problems, or orthopedic surgery in the last six months or possesses a letter of clearance from his or her orthopedic surgeon or treating physician.
<input type="checkbox"/>	<input type="checkbox"/>	Has no uncontrolled psychiatric disorders.
<input type="checkbox"/>	<input type="checkbox"/>	Has had no seizures in the last year.
<input type="checkbox"/>	<input type="checkbox"/>	Does not have poorly controlled diabetes.
<input type="checkbox"/>	<input type="checkbox"/>	If less than 18 years of age and planning to scuba dive, does not have diabetes, asthma, or seizures.
<input type="checkbox"/>	<input type="checkbox"/>	<b>For high-adventure participants, I have reviewed with them the important supplemental risk advisory provided.</b>

Examiner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Provider printed name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP code: \_\_\_\_\_

Office phone: \_\_\_\_\_

### Height/Weight Restrictions

If you exceed the maximum weight for height as explained in the following chart and your planned high-adventure activity will take you more than 30 minutes away from an emergency vehicle/accessible roadway, you may not be allowed to participate.

#### Maximum weight for height:

Height (inches)	Max. Weight	Height (inches)	Max. Weight	Height (inches)	Max. Weight	Height (inches)	Max. Weight
60	166	65	195	70	226	75	260
61	172	66	201	71	233	76	267
62	178	67	207	72	239	77	274
63	183	68	214	73	246	78	281
64	189	69	220	74	252	79 and over	295



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# Authorization to Dispense Prescription Medications and/or Over the Counter (OTC) Medication

Scout/Venture Crew Member Name (Last, First)	DOB	
----------------------------------------------	-----	--

Parents Contact Number: Primary -	Other -
-----------------------------------	---------

**AUTHORIZATION:** I hereby authorize any Registered Adult Leader of the Boys Scouts of America, Heart of America Council or any other authorized adult to dispense to the above named Scout those PRESCRIPTION MEDICATIONS that are listed on Part A of his/her current BSA ANNUAL HEALTH FORM, in the manner as prescribed by the listed medical professional and those OTC MEDICATIONS listed below. These OTC MEDICATIONS may be, unless stated otherwise in the limitations/special instructions sections below, administered at the discretion the Registered Adult Leader(s) or any other authorized adult to dispense medication, for causes or conditions indicated on the labeling for the product, in the dosages stated on the labeling for a youth of the age/ weight of my Scout/Venture Crew Member.

OTC Medication	Initials	Limitations/ Special Instructions
<b>All of the medications listed below</b>		<b>No limitations</b>
<b>PAIN RELIEF:</b> Acetaminophen (e.g., Tylenol and generics), Ibuprofen (e.g., Motrin, Advil, and generics), Naproxen sodium (e.g., Aleve and generics)		
<b>DECONGESTANT:</b> Phenylephrine HCl, Pseudoephedrine (e.g., Sudafed, and generics)		
<b>ANTIHISTAMINE:</b> Diphehydramine (Benadryl and generics) Loratadine (e.g., Claritin and generics), Chlorpheniramine maleate,		
<b>ANTIIDIARRHEA:</b> Pepto Bismol and generics, Immodium and generics		
<b>ANTIACIDS / ACID CONTROLLERS:</b> Calcium Carbonate, Magnesium Hydroxide, and/or Aluminum Hydroxide (e.g., Tums, Roloids, Mylanta, Maalox), and others containing some or all of these ingredients, and generics)		
<b>MOTION SICKNESS TREATMENT:</b> Dimenhydrinate (e.g., Dramamine and generics), Meclizine hydrochloride (e.g., Bonine and generics)		
<b>TOPICAL ANTISEPTICS AND SCRUBS:</b> Povidone iodine (Betadine and generics), Hydrogen peroxide, Cholohecidine (Hibiclens) and other general antiseptics		
<b>TOPICAL ANTIBIOTICS:</b> Neosporin, Bactine, triple antibiotics (including generics) and similar products contains antibiotics with or without topical pain relief		
<b>TOPICAL BURN / SUNBURN RELIEF:</b> Creams and Gels including aloe vera and other products labeled as providing relief from minor sunburn and burns		
<b>TOPICAL ITCH / RASH RELIEF:</b> Hydrocortisone (Cortaid and generics), Diphenhydramine Hydrochloride (Benadryl Itch Relief and generics), Calamine Lotion, Loratadine (e.g., Claritin and generics)		
<b>TOPICAL MEDICAL POWDERS:</b> Gold Bond and others - Ingredients include menthol, zinc oxide, talcum powder, corn starch etc. for itch relief		
<b>TOPICAL BITE / TOXIN NEUTRALIZERS:</b> Meat tenderizer, After Bite, (containing ammonia), baking soda, papain, vinegar, and/or other ingredients to neutralize toxins)		

**I, the parent (legal guardian) of the above Scout authorize the giving of medication as indicated above. I will not hold the dispensing individual, the Heart of America Council, or Boy Scouts of America liable for administering or not administering the medication, or any adverse/ allergic reactions my Scout/Venture Crew member may have.**

**Parent or Legal Guardian Printed**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





# LETTER TO EMPLOYER REQUEST FORM

The Heart of America Council stands ready to send a letter to your supervisor or company informing them of the leadership you provided to the Scouts in your unit while at summer camp. We will also stress the importance of this summer camp experience for each Scout. To have letter sent on your behalf, please complete the information below and turn it in to the camp office during the check in process.

\*\*\*\*\*

**PRINT LEGIBLY** - Letters will not be send if any part of the name or address is missing!

SCOUTER'S NAME: (Circle one) MR MRS MS

Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

(please circle one) PACK TROOP

UNIT NUMBER: \_\_\_\_\_ DISTRICT: \_\_\_\_\_

DATES IN CAMP: \_\_\_\_\_ CAMP ATTENDED: \_\_\_\_\_

## SEND LETTER TO

Supervisor's Name: (Circle one) Mr. Mrs. Ms.

Supervisor's Position or Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RETURN TO: HOAC, 10210 Holmes Rd, Kansas City, MO 64131 • Or fax: 816-942-8086**







# PRE-CAMP ORDER FORM

## ROE BARTLE SCOUT RESERVATION • ONE ORDER FORM PER TROOP

Receive a discount when your troop orders and pays in full for all camp T-shirts and merit badge books ordered on this form. This discount and order form applies ONLY to those merit badge subjects that will be offered at camp this year. Your order will be pre-packaged and waiting at the Osage River Trading Company at camp.

Mail by May 1, 2018 to:  
 HOAC - Bartle Trading Post  
 PO Box 414177, Kansas City MO 64141-4177

CAMP (circle one): Lone Star    Piercing Arrow    Sawmill                  SESSION (circle one): 1    2    3    4    5    6

Date: \_\_\_\_\_ TROOP #: \_\_\_\_\_ DISTRICT: \_\_\_\_\_

Unit Leader Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

The following items are available for your troop to pre-order for camp:

QUANTITY	DESCRIPTION	PRICE AT CAMP	Discount pre-Camp Price (if paid in full)	TOTAL PRICE
	Youth's Medium	\$12.00	\$10.00	
	Youth's Large	\$12.00	\$10.00	
	Men's Small	\$12.00	\$10.00	
	Men's Medium	\$12.00	\$10.00	
	Men's Large	\$12.00	\$10.00	
	Men's X-Large	\$12.00	\$10.00	
	Men's 2X-Large	\$13.00	\$11.00	
	Men's 3X-Large	\$14.00	\$12.00	
	Men's 4X-Large	\$15.00	\$13.00	
	Men's 5X-Large	\$15.00	\$13.00	
	Men's Small - Performance	\$17.00	\$15.00	
	Men's Medium- Performance	\$17.00	\$15.00	
	Men's Large- Performance	\$17.00	\$15.00	
	Men's X-Large- Performance	\$17.00	\$15.00	
	Men's 2X-Large - Performance	\$19.00	\$17.00	
			Total Enclosed	\$



**HRB T-SHIRT / PRE-ORDER**





**SEEN MERCH**  
 5024 HADLEY AVE OVERLAND  
 PARK, KS 66203  
[CONTACT@SEENMERCH.COM](mailto:CONTACT@SEENMERCH.COM)

## Custom Bartle Tees Order Form

We are excited to offer you the option to personalize your troop's 2018 Bartle tees. Once you have purchased your camp shirts from Heart of America Council, simply provide us with your receipt for your camp shirts and the details to customize your shirts. You can use one of our stock designs or submit your own design. Please see below for the stock designs and pricing. Email completed form to [contact@seenmerch](mailto:contact@seenmerch). Please email us at [contact@seenmerch.com](mailto:contact@seenmerch.com) or call our office at 913-233-1981 if you have any questions.

**Orders may also be placed at [seenmerch.com/bartle](http://seenmerch.com/bartle)**

Contact Name: \_\_\_\_\_ Troop Number: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

YM	YL	S	M	L	XL	2X	3X	4X	Total

Quantity	1 Color	2 Color
12-23	5.50	7.00
24-49	4.25	5.50
50-99	3.00	4.00
100-199	2.50	3.25
200-299	2.00	2.50

**Design**

Design 1     Design 2

Design 3     Design 4

Custom Design

**Placement**

Full Back

Nape

Left Sleeve

**Custom Back Notes:**

Please note, for a custom design, the print price listed does not include any art editing or creation that may be needed.

### Delivery Options

- Ship
- Pick up at Bartle
- Pick up at Seen Merch

DESIGN 1



DESIGN 2



DESIGN 3



DESIGN 4



Let us know if you are interested in additional custom items for your troop such as hoodies, shorts, hats, bags, water bottles or sunglasses.



## CUSTOM TROOP T-SHIRT BACK DESIGN

Email your final design file to: [contact@seenmerch.com](mailto:contact@seenmerch.com)

If you have any questions please call: 913-233-1981.





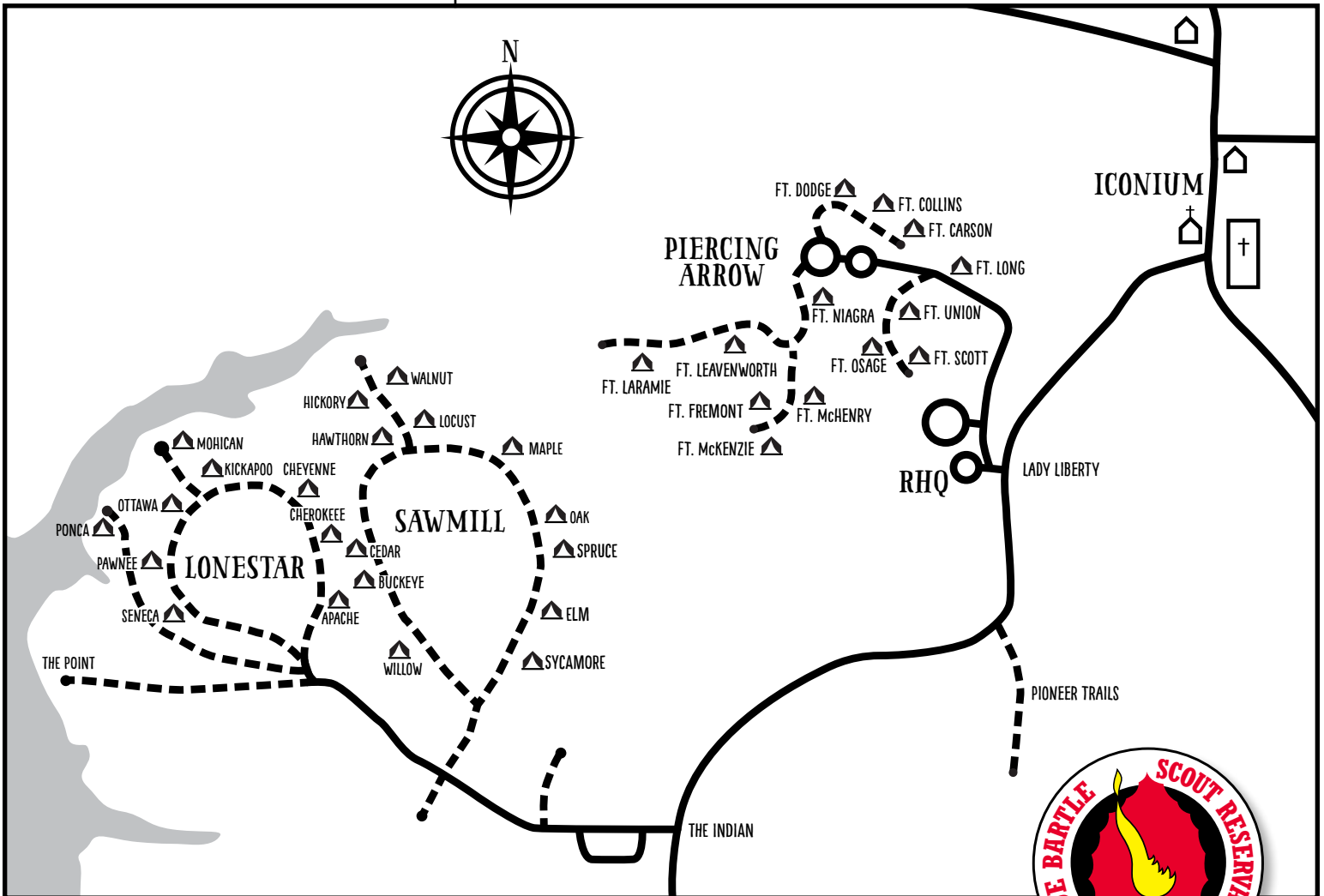
# RESERVATION VISITOR GUIDE



## WELCOME

Welcome to the H. Roe Bartle Scout Reservation. We hope that you enjoy your visit with us today. If you are in need of assistance finding your way around the reservation, please check with the Reservation Headquarters any time. For the health, safety and security of the Scouts and leaders who are camping full time with us this session, we ask that all visitors check in at the Reservation Headquarters and follow the guidelines for visitors on the opposite page.

At the time of check in, a copy of your driver's license will be made and you will be issued a visitor wristband, which we ask you to wear during your visit. On rare occasions, special arrangements may be made for visitations that fall outside the general guidelines. These arrangements must be made with the Reservation Director twenty-four hours prior to the special visitation and must be made by the full time Camp Scoutmaster of the troop that is being visited. Enjoy your day with us in the beautiful Hills of Osceola.





## GUIDELINES FOR VISITORS

Please wear your wristband at all times while on the reservation. You may be asked to show it to a staff member. Please do not be offended. Our staff has been trained to stop any person who does not have on a wristband. This is for the safety of all the Scouts.

Visitor hours are from 10:00 am to 5:00 pm. If you are a Tribesman and staying for a ceremony, we ask that you remain in the visiting campsite until ceremony time, and then depart immediately after the ceremony.

After checking in at the Reservation Headquarters, we ask that you proceed directly to the campsite of the troop you are visiting and check in with the adult leadership.

While driving on the reservation, we ask that you obey the 15 MPH speed limit and park only in the designated parking areas for each camp. All roads on the reservation are considered fire lanes and are off limits to parking.

We encourage your observation of the program areas of the camp you are visiting. The programs being conducted on the reservation require a physical examination. For your safety, we cannot allow your participation in any of the program areas.

When touring program areas of the reservation, we ask that a full time leader from the troop you are visiting accompany you.

Because of available space and the traditional mystic of our campfires and ceremonies, visitors are asked not to attend these activities.

Because of the rugged terrain of the reservation, we discourage visiting with small children. Pets are not permitted.





# CAMP TRANSFER REQUEST

## Registered Membership

District \_\_\_\_\_ Unit # \_\_\_\_\_ Primary Contact Name \_\_\_\_\_

\_\_\_\_\_ Bartle Boy Scout Camp                      \_\_\_\_\_ Webelos Resident Camp

\_\_\_\_\_ Naish Boy Scout Camp                      \_\_\_\_\_ Bear Resident Camp

\_\_\_\_\_ Rotary Boy Scout Camp                      \_\_\_\_\_ Cub Scout Day Camp

Session \_\_\_\_\_ Camp \_\_\_\_\_ Campsite \_\_\_\_\_

Names of Scouts Transferring \_\_\_\_\_

Names of Full-time Leader \_\_\_\_\_

Transferring \_\_\_\_\_

Names of Part-time Leaders \_\_\_\_\_

Transferring \_\_\_\_\_

## Transfer reservations to:

\_\_\_\_\_ Bartle Boy Scout Camp                      \_\_\_\_\_ Webelos Resident Camp

\_\_\_\_\_ Naish Boy Scout Camp                      \_\_\_\_\_ Bear Resident Camp

\_\_\_\_\_ Rotary Boy Scout Camp                      \_\_\_\_\_ Cub Scout Day Camp

Session \_\_\_\_\_ Camp \_\_\_\_\_ Campsite \_\_\_\_\_

\*Camping with District \_\_\_\_\_ Unit # \_\_\_\_\_ Primary Contact Name \_\_\_\_\_

\_\_\_\_\_ (✓) These Scout(ers)/registration(s) are transferring their BSA membership to this unit.

Funds totaling \$\_\_\_\_\_ will be transferred to the new Scouts.

**We authorize the Heart of America Council, BSA to transfer the above reservations. We fully understand that the primary unit will be financially responsible for these reservations unless their BSA membership is transferred.**

\_\_\_\_\_  
Unit Leader Signature (Scoutmaster/Cubmaster/Committee Chairman Signature)

\_\_\_\_\_  
Date

**We have agreed to provide leadership for the above Scouts and Scouters.**

\_\_\_\_\_  
Unit Leader Signature (Scoutmaster/Cubmaster/Committee Chairman Signature)

\_\_\_\_\_  
Date



# BOY SCOUTS OF AMERICA

The mission of the Boy Scouts of America is to prepare young people to make ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

## 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.*

## SCOUT LAW

*A Scout is:  
Trustworthy  
Loyal  
Helpful  
Friendly  
Courteous  
Kind  
Obedient  
Cheerful  
Thrifty  
Brave  
Clean  
Reverent*

