



# WEBELOS & CUB RESIDENT CAMP



# 2022 LEADER'S GUIDE



CIRCLE TEN COUNCIL  
BOY SCOUTS OF AMERICA®



# Welcome

To our Unit Leaders, Den Leaders & Parents,

We want to welcome you to Resident Camp at “beautiful” Camp James Ray! We are proud to deliver a camping experience that focuses on the fundamental skills that have made Scouting the successful program it has been for over 100 years.

The Camp James Ray staff continues to build a reputation for providing an exciting opportunity that every Scout will remember. Whether it’s shooting at the archery and BB ranges, going down the water slide at the Sanford Aquatics Center, learning skills to survive any environment at the Outdoor Skills area, or canoeing on Lake Texoma, Scouts will never forget the fun they had and the life lessons learned at Camp James Ray.

Our staff are working hard on planning your 2022 summer camp adventure. Our goal is to provide everyone – scouts and adults - with a meaningful and memorable experience at Camp James Ray. We look forward to seeing you at camp!

Yours in Scouting –

2022 Camp James Ray Staff



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## CAMP JAMES RAY

Camp James Ray, founded in 1929 as Camp Armstrong, is located on the Texas side of Lake Texoma, near Pottsboro. Formerly known as Camp Grayson, Camp James Ray occupies approximately 540 acres (2.2 km<sup>2</sup>) and serves as a year-round camp for Circle Ten Council. During the summer months, it operates for 6 weeks as a Webelos and Cub resident camp. During the other 10 months of the year the camp welcomes Scouts from Circle Ten Council and many other councils to enjoy its plentiful outdoors resources.

## LEADER/ADULT MEETINGS

These meetings are for ALL adults who are attending camp – please encourage everyone to attend all three!)

- **LEADER/ADULT MEETING #1**  
Tuesday, March 22, 2022 @ 7:00 pm via Zoom [OR](#)  
Wednesday, March 23, 2022 @ 7:00 pm via Zoom
- **LEADER/ADULT MEETING #2**  
Tuesday, April 19, 2022 @ 7:00 pm via Zoom [OR](#)  
Wednesday, April 20, 2022 @ 7:00 pm via Zoom
- **LEADER/ADULT MEETING #3**  
Tuesday, May 17, 2022 @ 7:00 pm via Zoom [OR](#)  
Wednesday, May 18, 2022 @ 7:00 pm via Zoom

## STAFF TRAINING

**Area Director Training Week:** May 25 - May 28, 2022

**All Camp Staff Training Week:** May 29 - June 4, 2022

## CUB SCOUT SESSIONS

**Session 1:** June 5 - June 7, 2022

**Session 2:** June 12 - June 14, 2022

## WEBELOS/ARROW OF LIGHT SESSIONS

**Session 1:** June 8 - June 11, 2022

**Session 2:** June 15 - June 18, 2022

**Session 3:** June 19 - June 22, 2022

**Session 4:** June 22 - June 25, 2022

**Session 5:** June 26 - June 29, 2022

**Session 6:** June 29 - July 2, 2022

## CAMP ADDRESS

Scouts love to receive mail at camp. If you send mail to camp, send it no later than 4 days prior to their arrival at camp. NOTE: All mail received at camp will be delivered to the Unit Leader at the campsite – not during mealtimes

Camp James Ray  
Scout's Name / Pack Number  
Session Number (VERY IMPORTANT!!)  
2026 Mill Creek Road  
Pottsboro, TX 75076

## EMERGENCY TELEPHONE NUMBER

(903) 786-2591

This number is only in use between June 5 - July 2 and answered during office hours. Please note, the camp telephone number is for medical and family emergencies only. Camp James Ray is not equipped with a paging system. If a non-emergency call is received, that message will be communicated as soon as possible.



## 2022 MISSION: SPACE

This summer, Camp James Ray is preparing to launch the biggest and best experience Cub Scouting has ever seen. Scouts will learn and practice the fundamental skills they will carry with them in their Scouting careers. Prepare yourselves for an amazing “out of this world” summer camp and scouting experience.

### CAMP LEADERSHIP

#### CAMP DIRECTOR – CONNIE DECKARD



A Circle Ten Council volunteer for over 25 years, Connie's favorite place to be is at “beautiful” Camp James Ray. She is a member of Texoma Valley District and currently serves as the Membership Chair. She also is involved at the Unit level as the Chartered Org. Rep and Committee Chair for Pack 7 in Sherman. A former Wood Badge course director, she is also a Vigil member of the Order of the Arrow.

Connie has served on staff at Camp James Ray Resident Camp for five years, as Office Manager and Camp Commissioner and is looking forward to another exceptional summer!

#### ASSISTANT CAMP DIRECTOR – GEORGE MUNOZ



George has been with Circle Ten Council for three years and currently serves as a Scoutreach executive for Division 4 working with the middle school program. He is an Eagle Scout and a Vigil member of the Order of the Arrow. George has been on summer camp staff for eight years, with the majority spent at Camp Constantin in the Aquatics area as a certified Aquatics Instructor.

This will be George's second time to staff Resident Camp at Camp James Ray.

#### PROGRAM DIRECTOR – WILLIAM WITT



William began his scouting journey with McKinney Pack 303 in 2009 as a Webelos scout. After achieving his Webelos badge and Arrow of Light award, he joined Troop 406 in 2011. He has served multiple leadership roles including Assistant Senior Patrol Leader, Senior Patrol Leader, and Troop Guide. William earned his Eagle Scout in 2016 and earned the bronze, gold, and silver Eagle palms. He has served as Crew president for Venture Crew 406 and is currently Crew advisor. William is a Brotherhood member of the Order of the Arrow. As a college student he is studying Kinesiology and Physical Education and plans to teach PE and coach.

William has been on the James Ray Summer Camp staff since 2020 and is looking forward to new camp adventures!

#### CAMP COMMISSIONER – CECE HARDIN



Cecila "CC" Hardin has been a Scouting volunteer for more than 20 years. She and her husband Tony, also an avid Scouter, have three Eagle Scout sons. CC has served in numerous roles at the Pack, Troop, Crew, District, and Council levels. Most recently she has served as Troops 406B and 406G Trail to Eagle Advisor, Lone Star District Scouts BSA Chair, Assistant Council Commissioner for Roundtable, and Wood Badge 136 Course Director.

This will be CC's first time to staff Resident Camp at Camp James Ray

*A very special thank you to our own “Space Education Consultant” and all-around terrific Scouter,  
**Brenda Fee** for sharing her expertise!*



# FINANCE

## 2022 CAMPING FEES

Cub Scout Youth	\$125	Early Discount - \$115
Cub Scout Den Chief	\$90	Early Discount - \$70
Webelos/AoL Youth	\$185	Early Discount - \$165
Webelos/AoL Den Chief	\$125	Early Discount - \$105
Adults	\$125	Early Discount \$105
Adult Replacement -	\$40 per day (adult replacements are REQUIRED to spend the night)	
Out of Council Fee	\$5 per person	

*Early Discount ends Tuesday, May 17 at 5:00 pm*

## CIRCLE TEN COUNCIL REFUND & CANCELLATION POLICY

All refund requests must be submitted by email at least 10 days before the start of the event to [571.RefundRequest@scouting.org](mailto:571.RefundRequest@scouting.org). Refund requests will be considered for personal illness or family emergencies.

A service charge of 10% of the amount paid (minimum of \$5.00), less any non-refundable deposits or any already purchased items (food, t-shirts, etc.), will be assessed to cover administrative fees.

Refund requests must include the following:

- Event Name and Event Date in the email header.
- Name, telephone, email, and address of person requesting the refund.
- Unit type and number.
- Receipt or confirmation number, if available.
- Reason for request.

Circle Ten will consider moving a reservation once within the calendar year, if space is available. **After March 15, 2022**, all cancellations/drops will be assessed the administration fee on each participant that gets dropped, not a one-time unit fee.

## FINANCIAL ASSISTANCE

Camperships are provided through the generosity of many friends of Scouts to help those who are not able to pay the full fee for summer camp. Camperships are ONLY for registered Scouts and will be allotted under the direction of the District Director / Executive and the Field Director, to families who need the help. A Scout can attend only one week of camp during the summer. Please contact your District Executive for the campership application.

## JAMES RAY ENDOWMENT FUNDING

Funding is available only to those from rural areas of Circle Ten Council who have a financial need. Applicant must pledge to conduct a Good Turn Project. This project can be a service project for church, community, school, sponsoring organization, elderly, ill or disabled person, etc. Scholarships will be granted according to the discretion of the James Ray Scholarship Grant Committee. Please contact your District Executive for the James Ray Endowment application.



# WHAT TO BRING TO CAMP

Before leaving for camp, every Pack 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 your BALOO / IOLS training for a more detailed list.

## Personal Equipment

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Cot and/or Sleeping Pad<br><b>(Cots are NOT provided)</b> | <input type="checkbox"/> Field Uniform – Scout Shirt,<br>Shorts/Pants & Belt             | <input type="checkbox"/> Backpack   |
| <input type="checkbox"/> Tarp (for platform floor)                                 | <input type="checkbox"/> Scout Socks (2 pair)  | <input type="checkbox"/> Six Essentials   |
| <input type="checkbox"/> Sleeping Bag or Blanket                                   | <input type="checkbox"/> Hat   | ➤ First-Aid Kit   |
| <input type="checkbox"/> Pillow  | <input type="checkbox"/> Activity Uniform - Camp or<br>Pack T-Shirts                     | ➤ Water Bottle  |
| <input type="checkbox"/> Sleepwear   | <input type="checkbox"/> Socks (3-5 Pair)  | ➤ Flashlight & Extra<br>Batteries   |
| <input type="checkbox"/> Shower Shoes  | <input type="checkbox"/> Underwear (4-6 Pair)  | ➤ Sun Protection  |
| <input type="checkbox"/> Soap/Shampoo  | <input type="checkbox"/> Long Pants (1-2 Pair)   | ➤ Whistle   |
| <input type="checkbox"/> Washcloth & Towel   | <input type="checkbox"/> Swimwear and Towel  | ➤ Trail Food  |
| <input type="checkbox"/> Toothbrush & Toothpaste                                   | <input type="checkbox"/> Hiking Shoes and Tennis Shoes<br>(all shoes must be closed toe) | <input type="checkbox"/> Spending Money   |
| <input type="checkbox"/> Comb and/or Brush   | <input type="checkbox"/> Jacket/Sweater  | <input type="checkbox"/> Bible or Prayer Book                                     |
| <input type="checkbox"/> Insect Repellent or Mosquito<br>Netting                   | <input type="checkbox"/> Rain Gear   | <input type="checkbox"/> Note Taking Materials<br>-Small Notebook<br>-Pencils/Pen |
| <input type="checkbox"/> Drinking Cup  |  |   |

## Optional Personal Equipment

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Neckerchief w/Slide (not<br>recommended – easily lost) | <input type="checkbox"/> Mosquito Netting  | <input type="checkbox"/> Envelopes, Paper & Stamps<br>(For Letters Home) |
| <input type="checkbox"/> Watch  | <input type="checkbox"/> Work Gloves   | <input type="checkbox"/> Clothesline & Clips                             |
| <input type="checkbox"/> Sunglasses   | <input type="checkbox"/> Battery Operated Fan  |  |
| <input type="checkbox"/> Camera (Disposables Are Best)                          | <input type="checkbox"/> Swim Mask/Goggles, Fins,<br>Snorkel                                     |  |
| <input type="checkbox"/> Binoculars   | <input type="checkbox"/> Fishing pole/Tackle – Bank<br>Fishing Only (license required if<br>17+) |  |

## Unit Equipment

- ☐ US Flag   ☐ Pack Flag   ☐ Den Flag(s)   ☐ Pack First-Aid Kit   ☐ Trash Bags

## Prohibited

Fireworks - Alcohol - Generators - Firearms - Sheath Knives - Drugs - Pets - Valuables

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 Pack number. Circle Ten 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.





# ARRIVAL & DEPARTURE

## SWIM CHECKS

Any Scout or leader who wishes to participate in aquatic activities must have completed the BSA swim check. If your Unit is planning to do your swim checks at camp, please save time by arriving with swimwear already on under your clothing.

- Units are **STRONGLY** encouraged to take the BSA swim test **before** arriving to camp. These swim checks must be done in accordance with the Circle Ten Council Pre-Camp Swim Check Policy. The camp adult leader must present a completed swim test roster signed by their Council-approved testing personnel to the Aquatics Director to receive swimming ability "buddy" tags for waterfront and pool activities.
- When swim tests are conducted prior to camp, the camp Aquatics Director reserves the right to review or retest any/all participants to ensure that standards have been maintained.
- Circle Ten Council hosts pre-camp swim checks at Camp Wisdom. At this time, swim checks are scheduled for Saturday, May 7, from 9 am–3 pm at Camp Wisdom. Registration is currently scheduled to open Feb. 6 and remain open through May 2 but is subject to change.
- Here is the link to the Circle Ten Council Pre-Camp Swim Check Policy:  
[https://scoutingevent.com/Download/57153681/OR/Council\\_PreCamp\\_Swim\\_Check\\_Policy.pdf](https://scoutingevent.com/Download/57153681/OR/Council_PreCamp_Swim_Check_Policy.pdf)

## TRANSPORTATION

Transporting the Scouts, Unit equipment and personal gear is the shared responsibility of the unit leaders and parents. Due to current (as of this printing) Covid guidelines, carpooling is not encouraged. If your Unit does carpool, keep in mind if one scout arrives at camp with fever, the entire car will have to leave camp.

Two electric car charging stations are available in the camp parking lot. Guests may use these charging stations for a cost of \$10 (payable at check-in) on a first-come, first-served basis.

Each Unit will be allowed one vehicle and trailer to be left at their campsite. All other vehicles must be moved to the parking lot before dinner on arrival day. Handicap permit information will be given during check-in or at Headquarters.

## ARRIVAL TIME

Your unit must choose a scheduled check-in time when you register. Any units who do not register for a check-in time will be assigned one. Gates will open at 12:30. **DO NOT ARRIVE BEFORE 12:30.**

If you arrive early, your unit will need to remain in the parking lot until staff arrives to begin the process. The staff will direct your unit on where to park and gathering instructions. Travel to campsites, swim checks and exploration will not occur until the check-in process, except as part of the check-in tour.

**ALL COVID-19 PAPERWORK MUST BE KEPT IN YOUR VEHICLE SEPARATE FROM YOUR UNIT PAPERWORK**  
(this will be updated with the latest guidelines as we get closer to camp).





## CHECK-IN PROCEDURE

1. Please do not try to come early – this is one time when “being early is not on time.” Each Unit will be assigned a Tour Guide for the duration of their camping experience. As you arrive in the parking lot, your Tour Guide will give you further instructions and begin your Units (required) tour.
2. During your Unit tour, one leader/adult from your Unit will report to the dining hall promptly at your check-in time. Bring all required paperwork. For your convenience a paperwork checklist is in the appendix of this leaders' guide, as well as posted as a separate document on the event registration page. Having each adult's forms already together will speed your process. 😊
3. Your unit will receive a “Welcome Packet” which will include campsite and tent assignments, ice tickets, participant wristbands, and a copy of your Scouts class schedule, along with other camp information. Every effort will be made to assign Units to their preferred campsite, but assignments will be made right before a session starts based on camp attendance size, unit size and date of registration. We will “do our best.”
4. Health Forms Review: The camp Health Officer will review your BSA Medical Part A & B Forms, discuss medical concerns, and collect medications. All medications must be labeled with the person's name and pack number. \*Some medications are allowed to stay in the campsite – this will be a discussion you will have with the Health Officer\*
5. Adult Paperwork: The Camp Commissioner will collect and review all adult paperwork. This includes Youth Protection Training (YPT) certificates, Hazardous Weather Training Certificate, Texas Sex Offender Lookup, and Texas In-State Compliance Forms.

### **ALL TRAININGS MUST BE COMPLETED PRIOR TO ARRIVAL AT CAMP.**

### **ALL CERTIFICATES AND FORMS MUST BE PRINTED PRIOR TO ARRIVAL AT CAMP.**

6. Class Schedule Review: Your units class schedules (for Webelos Resident Camp only) will be reviewed, and any changes can be discussed at this time.
7. Finance: The Assistant Camp Director will review your units' financial obligations regarding camp. ALL units must check-in at finance regardless of payment status. You will also receive your camp t-shirts.
8. Dining Hall: Your unit will be assigned its seating in the dining hall, and you will have an opportunity to go over any dietary restrictions that were previously entered in Black Pug at the time of your registration. **IMPORTANT** – please do not wait until you get to camp to communicate about any dietary restrictions. It is IMPERATIVE that we have this information ahead of time to best serve you.
9. Camp Tour: A staff member will take your entire unit, youth and adults, on a tour of “beautiful” Camp James Ray. This tour will introduce you to dining hall procedures and seating, visit the trading post, include anti-bullying training, inspect your campsite, and conduct swim checks.

## WRISTBANDS

As part of the check-in process, your unit will be issued one wristband per registered youth and adult. It is important that every person wear the wristband properly while at camp, as this is part of our Youth Protection program. If a wristband gets broken or lost during your week, you may replace it at the Headquarters building. Staff will ask anyone without a wristband to immediately report to Headquarters or to the Camp Director.



## CHECK-OUT PROCEDURE

Checking out from camp is a simple process.

1. During check-in your unit leader will receive a packet of paperwork. This unit packet will be turned in at the Headquarters building by 2:00 p.m. on the third day of camp for Webelos/Arrow of Light units, and by 2:00 pm on the second day of camp for Cub units.
2. Included in this packet should be the completed adult and youth survey forms, Pack A award sheet (if doing), completed youth postcards and any unused forms. The unit will also provide the number of youth and adults who will be left in camp in the morning for breakfast preparation purposes. **The Unit must keep the campsite inspection form for the check-out process.**
3. At some point on the day before check-out day, units will coordinate their departure time with their tour guide and make plans for the tour guide to come to the unit campsite at the agreed upon time to inspect the campsite and sign off on the inspection form.
4. After the campsite inspection is completed, the unit leader and one helper may proceed to the dining hall to check out their unit and receive their box of "grab & go" breakfast. Breakfast boxes will be prepared for each unit based on the number of youth and adults you have left in camp. Units are more than welcome to take their breakfast out of the dining hall and eat on the grounds or take it with them as they depart. PLEASE do not bring your entire unit into the dining hall to check out.
5. As you check out you will also receive your unit's Health Forms, any medications, your camp patches, and your ducks from the duck races.
6. Units must be checked out of camp no later than 9:00 am so the camp can be "reset" for the next session.
7. Drive safe and share all the fun of resident camp with everyone you know!



### **IMPORTANT NOTES REGARDING CAMP DEPARTURE:**

The safety of our campers and staff is a priority, as well as the enjoyment of the program areas.

If any Unit or individual will need to leave camp before the scheduled morning camp check-out on the last day, the **only times** that the gates will be opened to enter camp and drive to the campsite will be between the hours of 12 noon–1 pm or 4:15-5:30 pm.

**There will be no driving in camp during program hours except as necessary by camp staff or in case of an emergency.** Please "be prepared" and plan accordingly.

The front gate is now closed each night from 11:00PM- 6:00AM. If anyone must leave camp and return between these times, they will have to speak with the camp office prior to departure to get the gate code for reentry.



# CAMP RULES

## Campsites

At Resident Camp, packs camp jamboree style with multiple units in a single campsite. The map, at the end of this guide, shows the formal campsites that are used during Resident Camp. Due to circumstances outside the control of Camp Staff, the use of temporary campsites may need to be used. These will be added to the map, as needed, at check-in. Your unit will be assigned a campsite during check in. Every effort will be made to honor the campsite preference selected during registration. However, the Camp Director may make campsite and platform changes based on actual attendance.

## Tents

Camp provides canvas tents on wooden platforms. However, units may use their own tents if desired. If a unit is using their own tents, please advise the camp office the week before your arrival. Tents must be placed inside of the campsite, within a 150-yard radius of campsite latrine to comply with the Camp James Ray Emergency Plan. Unit tents may not interfere with other units' use of the campsite features (fire ring, pavilion, latrines, entrances). Units may not remove or alter canvas tents.

## Campsite Pavilions

The pavilions in each campsite are for the shared use of all units assigned to that campsite. Exclusive use by a single unit is prohibited! In addition, the picnic tables under the pavilions are NOT to be moved under any circumstances. Please practice the Scout Law and be friendly and courteous in treating those areas as part of the entire campsite community.

Camp James Ray camp policy prohibits cooking or open flames under the fixed pavilions.

## Latrines

The shared shower houses / latrines are to be maintained by the campers during Resident Camp. Your latrines must be cleaned and inspected prior to checkout. If there are any issues with your latrines, please contact camp staff as soon as possible.

## Vehicles in Camp

Driving is not permitted in camp except for the loading / unloading of unit gear. Upon unloading, all vehicles should be parked in designated parking area. Speed limit is 10 mph on all camp roads (You should not have dust trailing your vehicle!). One vehicle and connected trailer may be left in camp. The vehicle and trailer must be placed off the road and stored in a safe location.

Vehicles parked inappropriately in campsites or outside of designated parking areas will be asked to move to the parking lot. Anyone who compromises the safety of our Scouts by disobeying driving or parking rules may have their driving privileges revoked by the Camp Director and their vehicle towed at the owner's expense.



## Trash Collection

With such a large number of people in camp, there will be an equally large amount of trash generated. Camp James Ray is home to many animals that would love to take advantage of the convenient scraps of food and other lovely scents in your trash.

The Camp Staff will make a trash run each day, beginning at 9:00 a.m. Please have all your camp and latrine trash BAGGED and TIED by your campsite sign BEFORE 9:00 a.m. If you missed the pickup time, you may bring your trash to the dumpsters behind the dining hall to be disposed.

## Water and Ice

Each campsite will be provided 1 drink cooler full of ice prior to check in on session day 1. This cooler is to be used for drinking water ONLY. Water hoses at all campsites are potable. Please fill your campsite's cooler from these hoses. Upon check in each unit will receive two ice tickets. These tickets are redeemable at the Trading Post for 1 bag of ice each. Please coordinate with other units in the campsite to ensure cool water is always available. Ice tickets are not intended to be used for personal/unit coolers or air conditioning devices. Ice for personal use may be purchased at the Trading Post. If ice is medically necessary (i.e., for medications), please discuss with the Camp Health Officer.

## Wi-Fi at Camp

We realize that an internet connection is a prerequisite for many adult Scouters to give a week out of their busy schedules. We pledge to do our best to provide that connection for every adult leader who comes to Resident Camp with their unit. Login credentials and a schedule of network availability are available from the camp Director upon request.

With limited bandwidth in mind, please do not plan on streaming any audio or video while at camp. If you must attend a webinar or other high bandwidth work-related event, please discuss with the Camp Director. It may be necessary to limit access to the connection at certain times to manage some of the online aspects of our camping operation.

Shared Wi-Fi is intended as a courtesy to your adult Scouters. Please encourage your youth to take full advantage of being in an outdoor environment and leave the internet alone for a few days. Please do NOT share the Wi-Fi access credentials with your youth campers.

## Bicycles

The use of bicycles is permitted at Camp James Ray. All cyclists must wear a properly sized and fitted helmet. All rules, per the Guide to Safe Scouting, must be followed. Bicycles may not be ridden by participants at night. Pedestrians have right of way. The camp speed limit, 10 mph, also applies to bicycles. Bicycles may also be used on the BMX course when open and staffed.

## Hammocks

Camp James Ray follows the BSA safety guidelines. These can be found in the Hammock Camping Safety Moment at [scouting.org/health-and-safety/safety-moments](https://scouting.org/health-and-safety/safety-moments)





# HEALTH AND SAFETY

## Camp Accreditation

Each year Camp James Ray has maintained the BSA's full accreditation to operate Webelos Resident Camp and Cub Resident Camp. The camp is also inspected annually by the Texas Department of Health and Human Services and Grayson County Health Department.

## Alcohol, Illicit Drugs, Controlled Substances

The consumption, possession or use of alcohol, illegal drugs, or controlled substances is not permitted. Violators will be asked to leave camp. Additional actions may be taken, including notification of local law enforcement officials. This policy includes the possession and use of all cannabidiol (CBD) products.

## Curfew

No youth may be out of their campsite after 10:30 p.m., unless accompanied by adults or have authorization from the Program Director or Camp Director to participate in an activity.

## Emergencies

Emergency procedures are discussed in detail at the first leaders' meeting; please make sure that a representative is available at this meeting! Only the Camp Director or the Camp Ranger can declare an emergency in camp. This could include, but is not limited to, thunderstorms, tornados, lost camper, or another camp-wide emergency. To report an emergency, a leader should contact the nearest staff member who will notify the Camp Director or Camp Ranger.

### Fire

In case of fire, report it to the camp staff IMMEDIATELY. The camp staff is organized to help in firefighting techniques, and the Locust Volunteer 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, a wailing siren will sound from headquarters. Staff will also announce in campsites, program areas, etc. as needed. All participants will report to the east side of the dining hall, where units line up for meals. Leaders will then be given situation specific instructions.

A test of camp emergency procedures will occur during every session of camp.

## Firearms, Ammunition, Fireworks, Bows and Arrows

Personal firearms of any type (including rifles, shotguns, handguns, BB/paintball/air soft guns, black powder, cannons, potato/tennis ball bazookas, catapults, pigmy dart blow guns, bows, arrows, sling shots, etc.), laser pointers, ammunition, and fireworks are not allowed in camp.



## **Fires, Liquid and Propane Fuels**

Fires are to be built only in designated areas and under proper supervision. Liquid or propane fuels are to be used only under adult supervision. Liquid fuel must be stored in approved containers and, along with propane cylinders, must be stored under lock and key. Under NO circumstance is any quantity of fuel to be stored in the campsite. Empty cylinders and cans must be given to the Camp Director for disposal. BSA policy prohibits the use of open flames in tents. This includes mosquito coils, catalytic heaters, gas lanterns, stoves, candles, and smoking material. This also includes cigarette smoking. Liquid fuels of any type cannot be used to start fires.

## **Boats and Watercraft**

The use of non-camp boats and watercraft is prohibited. The use of camp boats and watercraft is restricted to program use only. Camp boats and watercraft cannot be used outside of the pre-planned program.

## **Tobacco**

The use of tobacco products is not allowed at any BSA activity involving youth participants. This includes the use of electronic cigarettes, personal vaporizers, or electronic nicotine delivery systems that simulate tobacco smoking.

## **Camper Code of Conduct**

Scouts, adults, and staff are always expected to follow and adhere to the Scout Oath and Scout Law.

## **Insects, Wildlife, and Vegetation**

Camp James Ray is home to many types of wild animals, insects and vegetation. Hunting, harming or collecting wild animals, insects and vegetation is not permitted. Only the Nature Area Director is authorized to collect and display wild animals, insects and vegetation. The only exception is under the instruction of Camp Staff during class. With the plethora of wild animals, insects and vegetation comes the possibility of participants encountering them outside of class. Below are some safety tips.

- Do not touch wildlife. If you believe it is in harm's way or is a threat, contact the Nature Area Director, through any Camp Staff.
- Apply insect repellent. Reapply per manufacturer's instructions.
- Avoid leaving lights on in tents at night. If a light is required, place it at the foot of the participant.

Wear long sleeves and pants if you are highly allergic to poison ivy/oak/sumac. If you encounter these, immediately wash the affected area and change clothing as necessary



## HEALTH LODGE

The Health Lodge is staffed by a medical professional who is available for camp emergencies. In the event of a medical emergency such as broken bones, sprains, deep cuts or sickness, please send the Scout to the Health Lodge with buddy and/or leaders. DO NOT LEAVE THE CAMP WITH A MEDICAL EMERGENCY WITHOUT HAVING SOMEONE CHECK IN WITH THE HEALTH LODGE OR CAMP DIRECTOR.

### Medical Insurance

Please visit <https://circleten.org/posts/30577/insurance-policy-and-claim-forms> for the most current information on the Circle Ten Council Insurance Policy and coverage.

### Medical Use of Vehicle

The use of vehicles in camp is prohibited. If you feel the use of a vehicle is medically necessary, discuss this at check-in in the camp Health Officer. This permission is granted by the Health Officer and Camp Director.

### Medical Devices

If a participant requires the use of a medical device (CPAP, Insulin Pump, Nebulizer, etc.), this must be documented on the participant's registration prior to camp. Use of these devices will also be discussed with the camp Health Officer. Participants must provide electricity for any medical devices that require power in camp. Campsites do not have power. Circle Ten Council cannot provide portable power devices.

### Medical Response Procedures

Each Scout and adult attending camp must bring to camp a current completed Annual Health and Medical Record Form Parts A and B. In compliance with Texas Department of Health Regulations, all health forms will be returned at the end of camp. Shots must be dated with month, day, year, or official shot records must be attached to the medical forms. We will accept photocopies.

A first aid station is located at camp and staffed by persons trained to handle minor accidents and illnesses. Special arrangements for treatment of more serious cases have been made with physicians and the hospital nearest the camp.

### Offsite Medical Assistance

Campers who are requiring the attention of a doctor or the services of a hospital:

- Except for emergencies, it is the responsibility of the unit leadership to provide transportation for unit member(s) requiring services from a doctor or hospital.
- You MUST check out of camp at Headquarters.
- Youth protection guidelines must be followed when transporting the unit member(s) to the doctor or hospital. Remember to take the insurance forms with you for completion at the doctor or



hospital. You must obtain your Scout's health record from the Health Lodge before going to the doctor or hospital.

- The adult leader must be prepared to pay for any prescription that the doctor may prescribe for the patient. Circle Ten Council does not pay for prescriptions.
- The Camp Director will work with you to notify the parents in the event of any serious illness or injury. If parents will not be at home during the week of camp, have them advise you how they may be contacted, including phone numbers.
- Directions to doctor's offices and hospitals are available at the Health Lodge.

## Administration of Medications

A unit leader may dispense any medication if properly labeled with frequency and dosage. All medication 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 in the Health Lodge. All needles must be disposed of in a sharps container also located in the Health Lodge. The Health Officer will also dispense medication. Scheduled medications will be dispensed immediately following meals and after evening activity. For irregular medications, talk to the Health Officer.

## Hydration

Proper amounts of water are important during hot weather. Participants 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.

## 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. It is suggested that each Scout gets at least eight (8) hours of sleep each night. This means each Pack should respect the quiet time from 10:30 pm to 6:30 am.

## 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 they are feeling. They also try 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, newfound friends, and the outdoors. KEEP THE SCOUT BUSY.

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# RESIDENT CAMP PROGRAM AREAS

## Communications and Technology

WEBELOS/ARROW OF LIGHT/CUBS: Scouts can explore a wide range of subjects from the world of robotics and its effects on society to conducting experiments and becoming a human solar system. Scouts may practice search and rescue while learning about radio technologies or learn the art of designing games and challenge their leaders to one they make themselves.

## Nature

WEBELOS/ARROW OF LIGHT: For the budding Ecologist or the Scout who thinks that shiny rock is cool, Nature has something for everyone. Learn about everything around you, from the ground you walk on to the woods you walk through; even the snakes, spiders & other critters whose environment we share. CUBS: Scouts have a chance to learn about many different animals and their vital role in our lives. If the mood strikes our furry, feathered, and/or reptilian friends, they may even get a chance to pet and feed them.

## Field Sports/BMX

WEBELOS/ARROW OF LIGHT: An obstacle course, a climbing wall, BMX! What more adventure could you ask for? Scouts will learn about sports safety, teamwork, and push themselves further than they thought they could while mastering all our Field Sports/BMX area has to offer.

CUBS: Ultimate Frisbee, Rock Climbing, and every Scouts favorite game... Gaga Ball!!!! These are just a few of the activities Scouts have a chance to enjoy while enjoying our Field Sports area.

## Handicraft

WEBELOS/ARROW OF LIGHT/CUBS: Get down and dirty and learn how to make useful and decorative objects with your hands.

## Outdoor Skills

WEBELOS/ARROW OF LIGHT/CUBS: The Outdoor Skills program area is where Scouts are taught skills that will enable them to "Be Prepared" while learning cooking, first aid & other essential outdoor skills.

## Shooting Sports

WEBELOS/ARROW OF LIGHT/CUBS: Learn how to use BB guns, bow and arrows, and wrist rockets (a type of slingshot) and then test your aim safely and effectively.

## Aquatics

### Sanford Aquatics Center

WEBELOS/ARROW OF LIGHT/CUBS: Scouts have the opportunity to practice swimming skills, ride two amazing water slides and soak up the rays, with sunscreen on of course, in the 128,000-gal pool.

### Waterfront

WEBELOS & ARROW OF LIGHT ONLY: Hosted on our very own Lake Texoma, Scouts can learn canoeing, rowing, and seamanship.



## AFTERNOON ACTIVITIES

Afternoons at Resident Camp are an opportunity for Scouts to try their hand at a myriad of fun and different activities. We pride ourselves on offering activities Scouts can't usually take part in other times of the year.

### Shoes Up Time

After an exciting morning of classes, followed by lunch, everyone needs some free time and Shoes Up Time is where it's at. Take some time to explore camp, visit the trading post, or even practice nap on safely. No enrollment necessary to enjoy this break from class.

### Open Shooting Sports

Scouts have a chance to practice their shooting sports skills on the archery and BB gun ranges. Wrist rockets (a type of slingshot) will also be available to shoot on the BB gun range. You do not have to sign up for Open Areas.

### Open Swim

Scouts and adult leaders will have the chance to enjoy our nice pool after a long and hot day. With two water slides and nice cool water, it's a guarantee to be a refreshing time.

*(All pool activities are weather permitted assessed by our trained lifeguard staff)*

### Open Boating (Webelos/Arrow of Light sessions only)

Scouts get more time to hone their naval skills. Adult leaders also have the opportunity to learn how to sail a small sailboat during free time (first come first serve)

*(All boating activities are weather permitted assessed by our trained lifeguard staff and trained aquatics director)*

### Whittlin' Chip

If you have Scouts in your Unit who would like to work on their Whittlin' Chip during Open Time, a sign-up sheet will be available, and details will be provided by the Program Director. Scouts must have their own pocketknife.

### Adult Leader Challenge

Adult Leaders must have their fun, too. Each year Camp James Ray hosts a friendly, theme based, competition for the adult leaders. Another "cool" activity is in the works for your adults to do on their own, so "be prepared" and make sure you have plenty there for two-deep leadership!



## Evening Activities

Each evening at Camp James Ray the camp comes together to respectfully retire the colors. After dinner, participants will mingle, laugh, and compete in camp-wide and rank-based activities put on by your Camp James Ray summer camp staff!

### Opening Campfire

Open your resident camping experience with the quintessential opening campfire. Our opening campfire program will be presented at 8:30 p.m. on session Day 1. The program will include songs, skits, and special ceremonies.

### Pool Party

Who doesn't love to cool off with a dip in the pool after a hot day of Scouting? Our amazing Aquatics Staff opens the Sanford Aquatics Center for Scouts and leaders to enjoy Camp James Ray's pool beach entry, 2 waterslides and impromptu group karaoke. The pool party will take place in two rounds at either 7:30 p.m. or 8:30 p.m. on Day 3 of Webelos/AOL camp and Day 2 of Cub camp. Groups will be assigned at the morning Leaders' Meeting.

### The Great American Duck Races

Don't forget to pick up your rubber ducks at the trading post, because while chilling at the pool we will host our Annual Duck Races. Cowboy ducks, horse ducks, purple ducks and MANY more zip down our largest water slide to edge out the competition across the slide landing zone.

### Ice Cream Social

If your group is not cooling off in the pool, you can join staff at the Fry Center for friendship, fellowship, and ice cream. Cool off to frosty treats while hanging out with your fellow campers and listening to music.

### Webelos I Evening Activity

What would Mission: Space be without ROCKETS?! On the final evening of camp, our Webelos scouts will have the opportunity to "blast into space" for the out-of-this-world Camp James Ray Rocket Launch!

### Arrow of Light Campfire

On the final evening of camp, our Arrow of Light scouts will get their chance to perform songs and skits for the camp in one of the most historic traditions on camp.

### Arrow of Light Evening Activity

Following their campfire, the Arrow of Light scouts will also have the opportunity to launch their rockets into orbit at the Camp James Ray Rocket Launch!

# APPENDIX I: CHECK-IN CHECKLIST

## Unit Paperwork

- Black Pug generated Unit roster with the names of those youth and adults in attendance marked
- One (1) copy of your council insurance claim form (*Non-Circle Ten Council units only*)
- Hazardous Weather Training (SCO-800) certificate for at least one leader who will be present every day (good for two years)

## Youth Paperwork (for each Youth present)

- Complete Annual Health and Medical Record (parts A & B)  
<https://www.scouting.org/health-and-safety/ahmr/>
- Photocopy of shot records (if not filled out on Annual Health and Medical Record part B)
- Photocopy of proof of medical insurance

## Adult Paperwork (for each adult staying overnight any night)

- Complete Annual Health and Medical Record (parts A & B)  
<https://www.scouting.org/health-and-safety/ahmr/>
- Photocopy of shot records (if not filled out on Annual Health and Medical Record part B)
- Photocopy of proof of medical insurance
- Print out of Texas Sexual Offender database search  
<https://publicsite.dps.texas.gov/SexOffenderRegistry/Search>

**How to:** Click on provided DPS link

Type in Name – Search. If a 0 result comes up, print the page.

If 0 does not come up: Select Additional Search – Select Name – Enter Name and DOB – Search. If a 0 result comes up, print the page.

- Completed Adult In-Camp Compliance Form  
[https://scoutingevent.com/Download/57144265/OR/Adult\\_in\\_Camp\\_State\\_Compliance.pdf](https://scoutingevent.com/Download/57144265/OR/Adult_in_Camp_State_Compliance.pdf)
- Paper copy of **current** Youth Protection Training certificate (good for two years)  
<https://my.scouting.org/>



# APPENDIX II: ADULT TRAINING INSTRUCTIONS

## Youth Protection Training

You do not have to be a registered member of the Boy Scouts of America to take Youth Protection training, however, every adult is required to have taken Youth Protection Training prior to attending camp.

The safety and well-being of our youth is of paramount importance to our organization, and integral to everything we do. We must continue our commitment to providing a safe and secure environment at all times for all our youth members.

This training consists of three modules and an exam module and takes approximately 72 minutes to complete. After completing all three modules and passing the exam with a 75% or better passing grade you will receive credit for the YPT course.

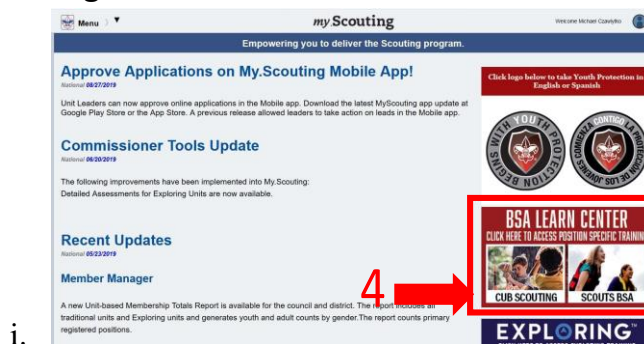
To take Youth Protection training:

1. Go to **[My.Scouting.org](https://my.scouting.org)** and create an account. You'll receive an email notification with your account information, including a member ID/reference number.
2. When you log in to your **[My.Scouting.org](https://my.scouting.org)** portal, you will see the YPT training links in English or Spanish at the right of the page. Click on the circle to take you to the mandatory training.
3. Upon completion, print a training certificate to be brought with you to camp. Your training will automatically be updated in our system and associated with the member ID/reference number issued when you created the account. *\*You must print a copy of the Training Certificate – a screenshot of the email confirmation page will not be accepted\**
4. After passing YPT you are considered "YPT Trained". This training is valid for 2 years from the date of completion.

## Hazardous Weather Training

One leader in each attending unit must have completed Hazardous Weather training, prior to arrival at camp. The only accepted course is the one currently on the BSA Learn Center, course code SCO\_800. This is an active participation module taking approximately 30 minutes to complete. Please follow the below instructions to take your Hazardous Weather (SCO\_800) training.

1. Go to <https://my.scouting.org/> in the browser of your choice.
2. Sign in if you have an account.
3. If you do not have an account, click “Create Account” and follow prompts to create your account (you do not need to be registered with the BSA).
4. Click on the BSA Learn Center image on the left of the screen.



5. Click on the “Catalog” link.
6. Search for “Hazardous Weather”.
7. Click the “Hazardous Weather Training” heading. Then click “LAUNCH COURSE”.
8. Upon completion, print a training certificate to be brought with you to camp.

## Adult In-State Compliance Form

Find the form here:

[https://scoutingevent.com/Download/57144265/OR/Adult in Camp State Compliance.pdf](https://scoutingevent.com/Download/57144265/OR/Adult%20in%20Camp%20State%20Compliance.pdf)



