

LEADER'S GUIDE

2025



hmc-bsa.org

Scouting America
Hawk Mountain Council
5027 Pottsville Pike
Reading, PA 19605
610-926-3406

Hawk Mountain Scout Reservation
402 Blue Mountain Rd
Schuylkill Haven, PA 17972
570-754-7552

May 2025 Updates

Dear Scouters,

Welcome to Hawk Mountain Scout Reservation! Whether this is your first time joining us or you're returning for another incredible summer, we're thrilled to have you as part of our camp family.

Scouting is about adventure, challenge, and growth, and camp is where it all comes to life. Here at Hawk Mountain Scout Reservation, our mission is to provide a **mountaintop experience** that inspires, challenges, and empowers every Scout and leader who sets foot on our 700-acre property. From the thrill of earning new merit badges to the quiet moments around a campfire, camp is where lifelong memories are made.

For 2025, we're excited to bring you an even better program with over 40 merit badges, expanded afternoon merit badge sessions, and the return of siesta time to allow for troop activities, advancement, or well-earned rest. This year, we've moved to an **all-inclusive model**, ensuring that Scouts have access to the supplies they need without additional fees—removing barriers so they can focus on learning, growing, and having fun.

Our camp is more than just a summer program—it's a year-round hub for Scouting adventures and leadership development. If you love your time here, we invite you to return for weekend camping, training courses, and special events throughout the year. You can always find the latest opportunities on our website: <https://hmc-bsa.org/year-round-camping-at-hmsr/>.

Communication is key to a smooth and successful camp experience. This guide will be updated regularly with the most current information, and we encourage you to attend the April Leader's Meeting to finalize your plans. Our goal is to equip you with everything you need to help your Scouts have an unforgettable week.

Finally, our staff is here to serve you. We take great pride in building a team that is not only knowledgeable and skilled but also dedicated to creating a world-class experience for every unit. We value your feedback and invite you to share both your suggestions and your positive experiences with us.

On behalf of the Hawk Mountain Council and our outstanding camp staff—thank you for choosing to spend your summer with us. We can't wait to welcome you to camp and help create a Scouting experience that will stay with your Scouts for a lifetime.

Yours in Scouting,

Morgan Baxter
Outdoor Program Director

Davis Fox
CEO/Scout Executive

JJ Miller
Council Camping Chair

Contact Information

Camp Director

Morgan Baxter
Morgan.Baxter@Scouting.org
484-525-0709

Business Manager

Cole Mitchell
Cole.Mitchell@scouting.org
610-926-3406

Camp Ranger

Kevin Huneke
Kevin.Huneke@Scouting.org
570-754-7552

IMPORTANT DATES

Session 1: June 22 – June 28
Session 2: June 29 – July 5
Session 3: July 6 – July 12
Session 4: July 13 – July 19
Session 5: July 20 – July 26

January 1, 2025 – Standard Fees in effect
March 1, 2025 – 50% Camp Fee Due
April 27, 2025 – Pre-Camp Leader's Meeting
May 1, 2025 - 100% Camp Fee Due

PRE-CAMP LEADERS'S MEETING

The Pre-Camp Leader's Meeting was held on Sunday, April 27, 2025, at 3PM via Zoom. You may click this link to view a recording.

<https://youtu.be/JPdeqx2i4j4?si=4SA0Dzf1zqWRKPT1>

We highly encourage you to attend/watch this meeting! We'll finalize summer plans and help you get ready for camp. Whether you're new to HMSR or a returning camper, this meeting will ensure you're more prepared than ever. We'd love to see you there!

CAMP FEES & PAYMENT SCHEDULE

2025 Youth Camper - \$600

2025 Adult Camper - \$200

Deposit Information – A \$20 non-refundable deposit is required for all campers at the time of registration.

Adult Leader Incentive – One adult leader will be invited to attend camp for free for every 10-youth registered AND paid in full.

Due at Registration - \$20 **Non-Refundable** Deposit per person

Any spots not paid by May 1st may go to waitlisted youth

Provisional Troops: If you have Scouts who are eager for an additional week of adventure or if your unit is attending elsewhere, we encourage you to consider sending a provisional troop to Hawk Mountain. This is for units that have several youth looking to attend camp and an adult or two who are willing to attend as well but might not have enough to constitute a full unit at summer camp. We will then pair them up with another provisional troop(s) for the week. They will operate just as any troop who attends camp.

Provisional Scout: If you have Scouts who would like to attend and aren't able to attend your planned week of camp, we can take them as provisional Scouts. All Scouts in this program will be placed in a troop together and we will provide the adult leadership.

Scholarships

Hawk Mountain Council wants to ensure that every Scout can participate. We offer scholarships to financially support Scouts that are not able to afford camp. Scouts from any council may apply for scholarships to attend HMSR. Applications will be accepted at any time prior to camp through the link: [Programs Archives - Hawk Mountain Council, BSA](#)

Cancellation and Refund Policy for Resident Camping Fees

Refunds of prepaid camp fees will be made by check to the participant's unit or the individual who paid the fee, according to the following guidelines:

For our current refund policy, visit [HERE](#), or navigate to hmc-bsa.org -> About -> Cancellation & Refund Policy

Prepaid camp fees may be transferred to another Scout within the same unit without penalty. This refund policy aims to offer flexibility to Scouts and their families while protecting the council's pre-paid camp expenses based on unit reservation num

REGISTRATION

Once a Scout has paid 50% of their camp fee, select each Scout, click “Add Classes”, and register them for merit badges using the screen below. **After May 1st, the full fee must be paid in order to sign up for classes.**

We have opened additional times for merit badge instruction in 2025. This does *not mean* that we are expecting Scouts to take a merit badge at every time slot. We are allowing Scouts to have an expanded choice to either participate in merit badges and/or open program throughout the afternoon sessions. **Leaders and Parents/Guardians are asked not to force Scouts to take too many merit badges. Remember, your Scouts are looking forward to summer camp (not summer school).** Our goal is to encourage advancement; however, we want the Scouts to participate in open programs as well. We believe that we are offering a program that allows the Scouts to combine both experiences.

There are 6 sessions in 2025.

- Morning Sessions – All will run Monday through Friday
 - 9:00-9:45
 - 9:55-10:40
 - 10:50-11:35
 - 11:45-12:30
- Afternoon Sessions – Run in tandem with open program. Badges will run Monday-Thursday
 - 2:15-3:15
 - 3:30-4:30

Digital Blue Cards: Advancement records (blue cards) will be completed through the online registration system. When your Scout registers for merit badges, they will automatically be added to the class roster. Shortly after the end of your week at camp, advancement records will be provided through the BlackPug system. The attendance and progress of Scouts may be reviewed by leaders throughout the week by checking in with Madison Francis (Program Director) or Morgan Baxter (Camp Director).

Class Sizes: Some merit badges are limited to a maximum number of participants per session for various reasons such as space, safety, or equipment availability. It is important that Leaders encourage registration for badges as soon as Scouts have paid 50% of their fee. Merit Badge registrations first come first serve. Some badges fill very fast.

PLANNING FOR YOUR CAMP ADVENTURES

Scouting is an adult led; youth run organization. It is important to remember that we are here for the youth, and they should be included in the program planning process. We ask that you share this information with them. They are the ones that will be participating in these programs. Most Scouts will be primarily concerned with merit badges. For everyone to have a great experience, Leaders need to guide the Scouts to success when making decisions for merit badges. Scoutmasters still need to approve Scouts for taking a merit badge, even at camp. Just because they want it, doesn't mean it's the right badge for them. Please look at some aspects that affect the success of the Scouts such as: their physical ability and strength, their age, past experiences, prerequisites, ability to participate in the classroom setting, and the amount of badges they are signing up for. You should know your Scouts and you need to use your best judgement.

The schedule that we have this year allows for added merit badge time in the afternoon. **Parents/guardians and leaders are asked not to force Scouts to make camp a merit badge adventure.** We have planned plenty of program for your unit and they don't have to do everything on the schedule. Please make this week fun, not overwhelming. Remember that Scouts could be dealing with hot, wet, and humid conditions and they may just want to relax or swim. Please take that into consideration when planning. Our suggestion is that Scouts take a maximum of 4 badges (4 in the morning or 3 in the morning and 1 in the afternoon). This allows them to have some free time and time for other activities. We ask that you, as leaders, help ensure that your Scouts are planning an enjoyable and realistic week at camp!

We have put together a list of merit badges that are enhanced by camp and offer something your Scouts may not be able to get in their own units. We have attempted to limit the prerequisites. Our goal is to have the work done at camp. All supplies needed to complete the badges are included. No additional supplies need to be purchased at camp or prior. The only exception being additional ammo for the Rifle and Shotgun merit badges beyond a reasonable amount needed to complete the requirements.

The next few pages are going to outline the merit badges and open program activities that your Scouts and Leaders can participate in at camp.

Hawk Mountain Scout Reservation 2025 Course Offerings

Handicraft

Wood Carving
Basketry
Leatherwork
Painting
Pottery

Outdoor Skills

Camping
Geocaching
Orienteering
Wilderness Survival
Pioneering
Exploration
Search & Rescue

Scout Skills

Emergency Preparedness
First Aid
Scouting Heritage
Public Speaking
Trail to Scout
Trail to Tenderfoot
Trail to Second Class

OA Village & Sports

Fishing
Signs, Signals, and Codes
Fire Safety
Fish & Wildlife Management
Geology
Indian Lore

Pool

Swimming
Lifesaving

Instructional Swim (not a merit badge)

Lakefront

Rowing
Small-Boat Sailing
Canoeing
Kayaking

Nature (Ecology)

Bird Study
Environmental Science
Mammal Study
Insect Study
Nature

STEM

Weather
Robotics
Astronomy
Electronics
Electricity
Photography
Moviemaking
Space Exploration

Climbing

Climbing

Shop/Industrial Arts

Welding (Expanded Offerings)
Home Repairs

Range & Target Activities

Rifle Shooting
Shotgun Shooting
Archery

2025 MERIT BADGE SCHEDULE

Area	9:00-9:45	9:55-10:40	10:50-11:35	11:45-12:30	12:30-1:30	1:30-2:15	2:15-3:15	3:30-4:30	4:30-5:15		
	Morning Merit Badges will take place from Monday to Friday				Lunch	Siesta	Afternoon Merit Badges will take place from Monday to Thursday - All Open Program on Friday				
Handicraft	Painting	Wood Carving	Painting	Wood Carving			Mon & Tues - Basketry	Open Program			
	Pottery		Pottery				Wed & Thurs - Leatherwork				
Outdoor Skills	Geocaching	Orienteering	Geocaching	Orienteering			Open Program, Knot Tying				
	Wilderness Survival	Camping	Wilderness Survival	Camping							
	Exploration		Pioneering								
	Search & Rescue		Search & Rescue								
Pathfinder	First Aid	Emergency Preparedness	First Aid	Emergency Preparedness			Scouting Heritage	Public Speaking			
OA Village & Sports	Fire Safety	Fishing	Fire Safety	Fishing			Geology	Indian Lore			
	Signs, Signals, & Codes	Fish & Wildlife Mgmt.	Fish & Wildlife Mgmt.	Signs, Signals, & Codes			Open Program & Field Games				
Pool	Lifesaving						Open Swim				
	Swimming (MB)	Swimming (MB)	Swimming (MB)	Instructional Swimming							
Lakefront	Rowing	Canoeing	Canoeing	Rowing			Small-Boat Sailing				
		Kayaking	Kayaking				Open Boating				
Ecology	Bird Study	Mammal Study	Bird Study	Mammal Study			Nature	Nature			
	Insect Study	Environmental Science	Environmental Science	Insect Study			Open Program & Conservation Projects				
STEM	Weather	Robotics	Weather	Robotics			Space Exploration	Space Exploration			
	Astronomy	Electronics	Astronomy	Electronics			Electricity	Electricity			
	Photography	Moviemaking	Moviemaking	Photography			Open Program (Specifics TBD)				
Climbing	Climbing		Climbing				Climbing Tower Open - Monday & Tuesday				
Shop/Industrial Arts	Welding		Welding				Zip Line Open - Wednesday, Thursday, Friday				
Range & Target Activities	Rifle Shooting		Rifle Shooting				Home Repairs	Home Repairs			
	Shotgun Shooting		Shotgun Shooting				Open Shoot				
	Archery		Archery								
First-Year Camper*	Trail to Tenderfoot	Trail to Second Class	Trail to First Class				Totin' Chip (attend for any one day)		Firem'n Chit (attend for any one day)		
Leader Trainings	TBD		TBD				TBD		TBD		

*First-Year Camper programs take place in the Pathfinder program area

Prerequisites:

- Camping: 9a) The additional camping nights needed beyond the long-term camp.
- Emergency Preparedness: 1) First Aid merit badge or also achieves First Aid while at summer camp.
- Fire Safety: 5e and 5g. Family required.
- Lifesaving: 2a) Must have achieved the Swimming merit badge prior to beginning.

Daily Schedule

Sunday:

1:00-3:00	Troop Check-in
3:00-5:00	Troop time, Swim & Bike Check (Trading Post Open)
5:45	Emergency Drill at the flag poles
6:00	Dinner (Immediately following the Emergency Drill)
7:00	Assemble for Campfire (LOCATION)
7:30-8:30	Campfire
8:30-9:30	Scoutmaster/SPL Meeting in the Leaders Lounge (Trading Post Open)
10:30	Lights Out/Quiet Hours

Monday-Friday:

6:00	Polar Bear at Reary Pool
6:45	Breakfast Pickup/Dining Hall Open
8:30	Morning Flags
9:00-12:30	Morning Programs
12:30-1:30	Grab and go lunch/Troop time (lunch served until 1:00pm)
2:15-5:15	Afternoon Programs
5:45	Evening Flags
6:00	Dinner
7:00	Nightly Scoutmaster Feedback Opportunity
7:15	Scoutmaster Meeting
7:30-9:30	Specialty Evening Programs (see below)
10:30	Lights Out/Quiet Hours

Saturday:

6:45	Breakfast Pickup
7:30-9:00	Campsite check out (details on page XX)

Specialty Evening Programs:

Monday

Scavenger Hunt
Order of the Arrow Brotherhood Ceremony

Tuesday

Order of the Arrow Call Outs
Cast Iron Cook Off
Field & Board Games

Wednesday

Intertroop campfires (Smores Provided)
Chapel

Thursday

Cowboy Action
Volleyball Tournament
Belly Flop Competition

Friday

Closing campfire

CAMP PROGRAM OUTSIDE OF THE BADGES

Sunday & Friday Retreat & Flags: Sunday and Friday retreat is reserved as the start to our campfire programs. Units will assemble following dinner on the road behind Willits Dining Hall. Sunday night campfire is staff led. This program is designed as an interactive welcome for everyone and introduces you to the teams that you will be working with for the week. At the conclusion of the program, we will have our new camper ceremony.

Evening Retreat & Flags: Monday – Thursday units are encouraged to attend Flags and Retreat. Units will line up in front of Willits Dining Hall as a unit prior to 5:45PM.

Morning Flags: Morning Flag ceremony is encouraged for units but is optional. This will take place at 8:30am in front of Willits Dining Hall.

Sunday Campfire: This will be our introduction to the camp and the staff. Our staff will put on a great show for you and introduce themselves to you as well as talk about the many adventures they have in their area throughout the week.

Friday Campfire: This is our unit-led and camp recognition campfire. Units are encouraged to provide their own song or skit for this program. Units will need to audition for their entry into the program on Thursday during the afternoon open program. The Camp Program Director must approve all songs and skits to be part of the program. Units are not allowed to alter their entry after they have been approved by the Program Director. Staff will present recognition to Scouts, leaders and units during this campfire. Families are welcome to join this campfire, so we encourage units to participate in this event.

Chapel Service: A Scout is Reverent. We will host a non-denominational interfaith worship service for units. Units are not required to attend this event, but participation is encouraged for living the Scouting value. We will be collecting an offering for the World Friendship Fund at the Chapel. This will take place in the camp chapel. We encourage participation from the units by having their Chaplain's Aid assist with the program.

Sports/Games: During free time and some open programs, the following activities will be available.

- Volleyball Court (Parade Field)
- Basketball Court (Cub Pool)
- Gaga Pit (Parade Field)
- Field Sports (Parade Field and OA Village)
- Board Games (Pathfinder Pavilion)

Open Program: Activities are highlighted in each Program Area description. Scouts and Leaders can explore new things at camp. There are many activities for everyone. This is the

best way to participate in activities that get signed off for the Kittatinny Award. We built our program to encourage time well spent.

Camp Chef Competition: One of our favorite programs at camp. Join us on Tuesday Evening from 8-8:45PM as Units present their best Camp Chef creations. Show us what you got this year with your best cross between camp cooking and our theme. This year our theme is going to be “food truck favorites”. Show us how you can put a camping twist on some of your favorite food truck dishes. Selected staff will judge the competition, and a series of awards will be given at the campfire on Friday. All campers are welcome to attend. Tasting is on an availability basis. Units are encouraged to bring enough for everyone to sample, but it is not required. Units will bring their COMPLETED dishes to Outdoor Skills Area at 7:45. Judging to begin at 8PM.

Polar Bear Swim: Don’t let it fool you, it’s not really that cold! We encourage units to sign up for this great early morning event at Reary Pool. Polar Bear swim takes place every morning at 6:45am. Additional sessions may occur during larger weeks. Scouts will participate in a 30-minute interactive morning swim with our energetic staff. Scouts that participate in this activity will receive a patch (unit leaders can purchase at the trading post) and are eligible for the activity signoff on the Kittatinny Award.

Water Inflatable and Swimming on the Lake – Our lake front staff has a unique activity for those that possess a BSA Swimmer tag. Scouts and Leaders can take part in our “wibit” inflatable on the lake. This unique activity allows you to have some fun while swimming in a section of our lake.

Fishing: Fishing is permitted off one of two docks located by the campfire circle at the North End of camp. Fishing is only permitted during daylight hours. Fishing is not allowed in any other locations. Location restrictions are in place for the safety of the camper’s activities in other areas of the lakefront. Fishing is never permitted on the dam. Fishing at HMSR is catch and release only unless they are for merit badge purposes. Fishing licenses are not required to fish in our lake currently. Fishing rods may be available in our OA Village and Sports area or for purchase in the Trading Post, when available. Currently we don’t have live bait available for purchase.

Hiking Trails: Our camp is a large property, and we are fortunate to have several hiking trails that go beyond the program area of camp. We offer two trails:

- Blue Trail – Enter near the Ontelaunee Campsite or the Cayuga Campsite
- Yellow Trail – Enter at the Ecology and Conservation Area.

Both trails are marked by their designated color blazes on the trees along the path. Hiking in camp must be supervised, and the buddy system is required. A member of the unit that is still in camp must know that there are individuals on the trails and should have some form of communication device. These trails are maintained, but could be subject to erosion, downed trees, snakes or other wildlife, brush, etc. Proper footwear and long pants

are required to hike these trails. HMSR partners with trail preservation groups in our area. Those using these trails are expected to leave the trails as they found them. Please report any issues with the trails to camp upon return.

Scoutmaster Meetings: The Camp Leadership Team will conduct Leader's meetings each night. This will be an opportunity to check advancement & attendance records, ask questions, and provide feedback. These meetings will be held following dinner in the leaders lounge.

Leave No Trace Awareness/Conservation: Each Thursday at 4pm we will offer a Leave No Trace Awareness discussion at the ecology building. (This is not the full course, just an overview of Leave no Trace). Each week we will offer a conservation project. Please check with camp leadership on options when you arrive at camp.

Order of the Arrow

Hawk Mountain Council is home to Kittatinny Lodge 5 of the Order of the Arrow. We encourage participation in any events throughout the week for any members of the Order, regardless of your Lodge affiliation.

Brotherhood Testing and Ceremony: Testing and ceremony start at 7:30pm on Monday at the OA Village. Kittatinny lodge members are eligible to participate (Though all brotherhood and vigil honor members are invited to observe regardless of home lodge) The cost to take the test is \$22 paid to the lodge by 5:00pm Monday.

Order of the Arrow "Spirit" Day: On Tuesday, OA Members are encouraged to wear their Lodge Activity shirt throughout the day. They are also welcome to wear their sash to dinner and flags. This is open to any Lodge.

OA New Member "Callout" Ceremony: The camp is invited to the OA Village at 9PM on Tuesday for the new member callout ceremony for new lodge members. New lodge members will meet the Ceremonies team at the STEM Building at 8:45 to be guided to the circle. At the conclusion of the callout ceremony, there will be a cracker barrel for any OA Members.

Kittatinny Award

As a long-standing tradition at HMSR, every new camper at Hawk Mountain starts with a green neckerchief. This award encourages participants to try the many offerings of camp. Units can purchase the necessary neckerchiefs at the trading post for \$5. Adults and Youth, new and experienced, participate in activities throughout the week and earn stamps on their neckerchief that can later be embroidered at home. Along with the stamps on the neckerchief, participants will work to complete requirements to earn the award. Once the requirements are complete, units can submit the documentation for the patches. The patches are sponsored by the Kittatinny Lodge and are at no cost to participants. Award forms will be returned to the Units so that stamps can be administered. Stamps are provided by the camp and will be available in the leaders lodge. This program encourages participation in all areas of camp and is highly encouraged for all campers to participate.

ADULT LEADER PROGRAM

Currently we do not have any special adult-only programs beyond those mentioned previously and the opportunity to participate in open program activities such as the Range & Target activities, Climbing activities, and Aquatics activities. We will be adding them in future years and are looking for feedback on what adults want.

FRIDAY FAMILY NIGHT

Families are welcome to visit the camp on Friday night from 5:00-8:00 PM and be present for dinner through the closing campfire. Guests must check-in and out through the Welcome center on Friday just as all other times and must be escorted by campers while on site.

Our Friday night campfire (closing campfire) is the culmination of your Scouts week at camp. All troops are asked to prepare and present one song or skit at the closing campfire. In addition to Troop performance, our staff will celebrate the Scouts who completed the first year camper program, earned their polar bear, and more.

Troop songs and skits will be communicated to the program director on Thursday (following the Wednesday night inner-troop campfire).

Food Service at Camp

Dining at HMSR: We serve meals in three different ways as follows:

- **Breakfast** – Breakfast is prepacked and units will pick up their food. They then have the option of eating at their sites or they may utilize the dining hall. If you use the dining hall we ask you help clean afterwards and assist with dishes. Pickup times will be assigned at the Leader's Meeting on Sunday. If you eat in your campsite please bring light cleaning equipment and mess kits to clean your gear.
- **Lunch** – Cafeteria style served as a bagged lunch so that the campers can eat where they choose. Lunch will be served from 12:30PM -1:30PM.
- **Dinner** – Served in a family style setup. Units will eat together at tables but will gather their meal through the cafeteria style process. Dinner will take place following the evening retreat and flags at 6:00PM.

Units are expected to clean up all their trash, plates, cups, and utensils when eating in the dining hall. They are also responsible for wiping down their tables and sweeping around their areas.

Friday Family BBQ: As we welcome families to camp Friday, Units can purchase additional meals for dinner for their guests. Pre-Orders for meals must be made prior to camp or on Sunday at the latest so we have a number to give to Upper Crust.

Special Diets and Allergies: We do our best to work with Upper Crust to accommodate the needs for special meals if we are given enough notice. To safely attend camp, your Scout must be able to communicate with the cooks during meals in the event there is a question. If your Scout is in doubt about the safety of the meal, they need to ask the cook for clarification. Dietary forms are due to the office no later than June 15th for ANY SESSION of camp. This allows us to have the forms prepared for Upper Crust in time for you. We will accommodate to the best of our ability.

We have very limited space in our kitchen, and it is a food safety concern to allow personal items to be stored in our facilities. We don't allow any personal storage of dietary items, and we are unable to cook any meals you bring from home. In certain circumstances, we can provide you with ice or a microwave if necessary. We are committed to finding a safe meal alternative for you while you are staying with us.

CAMP SERVICES AND INFORMATION

Administration: The main office is the Welcome Center and is staffed during program time. The office phone number is 570-754-7552.

Leaders Lounge: The entirety of the Scouts BSA Admin building is designated as a leader lounge and remote workspace for adults in 2025.

Mail & Packages: We know that packages and mail are an exciting (and sometimes necessary) thing to expect at camp. We are in a rural area that is serviced by shipping carriers and the USPS. Packages and mail will be placed in the campsite mailbox by the end of day it was received. Mailboxes are in the lower room of the Leader Lounge. Any outgoing mail should be received by the end of the day to be mailed the following day. Incoming mail MUST be addressed as follows:

**Hawk Mountain Scout Reservation
Attn: (Session # Unit #, Scout's Name)
402 Blue Mountain Rd
Schuylkill Haven, PA 17972**

Please be advised that rural mail takes time. It is recommended that care packages be sent at least 5 days before you intend your Scout to receive it. If we can't locate the recipient or deem the mail undeliverable, we will return it to the sender. Packages that don't arrive in time will not be returned unless the sender pays for the return shipping.

Phones: The camp office phone number is 570-754-7552. We don't allow personal phone calls on this phone. This phone is used for emergencies and business purposes.

Cell Phone Usage: We understand that Unit Leaders/youth will need to keep in contact with individuals outside of camp during the week and will have personal cell phones. Cell service at HMSR is available but can be very limited in areas of the camp. Wi-Fi is available at the leaders lounge for Wi-Fi calling, if needed. We ask Unit Leaders to encourage their Scouts to leave their cell phones turned off for the duration of the week. Cell phone usage can lead to potential homesickness and can cause disruptions. Limiting youth cell phone usage also lessens the chance for Youth-on-Youth abuse challenges and Youth Protection violations at camp due to the areas (tents and shower houses) where we don't have as much control over the Scouts. For the convenience of Unit Leaders, we will provide charging stations in the Leader Lounge and the pavilion at the Welcome Center. We ask that you not use the outlets in the program areas to charge devices.

Leader Lounge: The Leader Lounge, previously Admin building and leader lounge offers air conditioning, Wi-Fi, and coffee. This space is reserved for ADULTS ONLY.

The upper area offers ethernet for your personal electronic devices and breakout rooms if a quieter space for a video call is required.

Lost & Found: Found items should be delivered to and are available at the Welcome Center. Any unclaimed items at the end of the summer will be donated to a local organization.

Hawk Mountain Scout Reservation and Hawk Mountain Council are not responsible for any damaged, lost, or stolen items. Please report any theft to the Camp Director immediately.

Trading Post

Each year we work to improve our offerings in our trading post. We have a variety of HMSR wear (hats, T-shirts, patches, etc.), souvenirs and other Scouting items as well as grab and go snacks, drinks, and slushies. A selection of other snack bar items will be available at limited times throughout the day.

Merit Badge Supplies: 2025 brings an all-inclusive model to HMSR. Scouts will be provided with the necessities for their merit badges, and they will be given those items at their program areas. Scouts who wish to purchase additional open program supplies or need to replace a broken or lost kit for a merit badge will need to visit the trading post to make that purchase. All Scouts will have their first target and range activities supplies (shotgun shells and .22lr rounds) included with their camp registration. Additional rounds may be purchased from the trading post.

Accepted Payments: We accept cash, checks (personal and unit), credit and debit cards. If you are using a check, there will be a fee for any returned checks.

Scouts that come to camp love the trading post. The average Scout spends \$100 per week at camp. Please ensure that parents/guardians are reviewing the items the Scout intends or should be purchasing at the trading post. We want campers to come prepared, but we also want Unit Leaders to be aware of Scouts carrying large amounts of money to camp. Please offer to secure this money in some way for them. This allows the Unit Leaders to be aware of what the Scout is spending, and it helps to avoid challenges if the money is misplaced, lost or stolen.

PRE-CAMP PREPARATION CHECKLIST

- Read the contents of this Leader's Guide. Share important information with your Scouts and Leaders. Ensure that you are using the latest version of the book.
- Attend the Pre-Camp Leaders Meeting on April 27.
- All Scouts attending camp are registered in Scouting America.
 - *Ensure that Webelos that graduated are registered in your Troop roster.*
- All Adults Volunteers are registered in Scouting America
 - And have a current Youth Protection Training and documented PA State Clearances (PA units only).
- Collect and Review Medical Forms

Bring a copy of parts A,B, and C for all youth and adults to camp to be turned into camp medical officer (These documents will be destroyed after troop checkout)

https://filestore.Scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf

- Special dietary needs sent to Morgan.baxter@scouting.org at least two weeks prior to camp arrival.
- Prepare a duty roster for the week at camp.

CHECK-IN DOCUMENTATION

The following forms will be required for all participants for HMSR resident camps:

Pre-Camp Swim Check: This is required only for those who will partake in the aquatics programming. Units will have the chance to complete swim checks during check-in.

Special Dietary Needs: In writing (email to morgan.baxter@scouting.org) please communicate any special dietary needs of your unit participants at least 2 weeks prior to arrival at camp. We will communicate how we have addressed those needs with you at check in to ensure their needs are met.

Annual Health and Medical Record – Parts A, B, & C: National policy states that participants in this program are required to provide this documentation, no exceptions. Units are encouraged to provide a copy of the form instead of the original document. As per national policy we are only allowed to accept the form stated above with no alterations.

https://filestore.Scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf

Online/Electronic Information:

Roster: Updated unit roster in Scoutbook with all information completed and accurate.

CHECK-IN PROCEDURES

Check-in Time: To expedite the check-in process, all units will have a scheduled time between 1:00pm-3:00pm. While one designated leader checks in, a camp tour will be provided to the remainder of the unit culminating in your campsite. Any participants who do not pass check in with proper documentation will be asked to return to the Welcome Center.

Vehicles in Camp: A Parking pass for one vehicle and one trailer will be provided to each troop. Thank you for consolidating materials into one vehicle or shuttling which vehicle has the camp pass during the unload process. If additional vehicle passes are needed throughout the week for health and safety reasons, please visit with the Camp Director to arrange accommodation.

For the safety of our Scouts, troop vehicles must follow the camp traffic flow (shared during check-in) and driving should be kept to a minimum in camp.

Hawk Mountain Scout Reservation and Hawk Mountain Council are not responsible for damage caused to vehicles.

Camp Tour: Scouts should pack a water bottle, snacks, and essential items (sunscreen).

Medications & Medical Check-in: Units will need to present their completed medical forms and any medications to the medical staff at check-in. Camp Medics will review the forms and check medications for accuracy. All participants must have their Health Forms certified by a medical professional to attend camp. Medics will arrange medication distribution with the Scout at check in.

Unit Rosters & Registration Confirmation: A unit leader will need to verify the attendance of the registered Scouts and leaders attending camp with a member of camp staff upon check-in. It is important to ensure that your roster is up to date in Scoutbook prior to arriving at camp. This is also the time when you will inform staff if a Scout or leader is entering or leaving a camp at any point during the week. You will be given wristbands at registration. All participants must wear this wristband for the duration of their stay. This is where you will also make alterations to pre-ordered family meals.

Swim Checks/Buddy Tags: If your unit has not done pre-camp swim checks, you will be able to complete them during the check-in process. Scouts should be prepared with their swimwear prior to starting the check-in process. Scouts will have time and facilities available to change and shower prior to entering the pool. If your unit doesn't require a swim check at check-in, the leader will present the pre-check information to the assigned staff member at the pool and the staff member will verify the accuracy of the information. Scouts will need to put their name on two buddy tags at this stop of check-in so that the staff can complete the tags and prepare for Monday sessions.

CHECK-OUT PROCESS AT CAMP

At the leader's meeting on Sunday, units will schedule a time with the office staff on Friday morning/afternoon to settle any financial obligations with the Camp Director/Business Manager. These meetings will be held at the Welcome Center where you started check-in on Sunday. This helps expedite the check-out process and ensure that packets are ready for units checking out on Friday evening. Units will not receive their camp patches, or awards until their financial obligations have been met. The following items will be evaluated at this meeting:

Friday:

- Any uncollected registration fees for Scouts and Leaders after final payment was made. This may also be the time where late fees are collected for late payments made (if not already paid)
- Damages to property or equipment assessed by the Camp Ranger, Camp Commissioner, or Camp Director (it is possible that this fee may need to be collected after final site inspection).
- Any uncollected fees for any family/visitor meals added to units after check-in.
- Deposits made for 2026 reservations

Saturday:

- Camp Packets
- Camp Patches (Camp and Kittatinny Award)
- Any awards that are not given at the campfire
- Link to the electronic camp survey
- Collect Medications

Saturday Site Inspections: Prior to troop check out, a member of staff will visit you to receive all HMSR campsite tools and verify all personal belongings have been collected and removed from the site.

Expectations for Sites Upon Checkout: We are very proud of our camp, and we want to keep it a great place for all. Please ensure that your unit does a sweep of the site for any debris on the ground, in/under/around tents, sweep the pavilion, clean the latrine, empty any trash, safely clean the fire pit, and return the site back to normal. Trash should be placed at the end of the driveway by the road for pickup. Please refrain from leaving any wash lines outside or in tents. Please remove any caution tape as well if you used that for Scout skills at any time. We appreciate everyone's help as it speeds up the readiness for the next group of campers.

CAMP RULES & POLICIES

Leadership and Conduct

Camp Staff: Our camp staff is here to assist adults, campers, and visitors in making possible a truly great camping experience. We have employed and trained enthusiastic, diverse, and well-rounded staff to help. Our staff, particularly the youth staff, are developing their skills as instructors and leaders. They love camp, believe in our great organization, and often make personal sacrifices to be at camp. Together, we all make it possible for a great camp experience. We all share this responsibility. We expect them to be treated with respect. Should any concerns arise please direct them to the Camp Director.

The Adults Role at Camp

HMSR exists to deliver the Scouting program outdoors. The role of adults is one of a coach, counselor, mentor, teacher, and guide for our youth. Adults within your Troop are the individuals that your Scouts know best. Please give your Scouts the adult direction and counsel needed to have successful camp experiences

HMSR always allows adults the courtesy of occasionally participating in its programs and activities. However, our programs/resources are primarily in place for use by youth. Please see the program Information for adult activities available at camp.

The Scoutmaster/Camp Leader at Summer Camp

As Scoutmaster, you have a key role in your unit while at camp. Your role is the following:

- Attend the Leader's Meetings and brief your adults about camp policies and procedures.
- Assure that your unit complies with the guidelines in this guide and all supplementary information.
- Keep track of each Scout's advancement progress, make sure they are attending sessions, activities, and meals.
- Regularly check your mailbox located in Scouts BSA Headquarters.

The Senior Patrol Leader at Summer Camp

The Senior Patrol Leader is the key youth leader in the unit and coordinates the work of all the patrol leaders. Your role is the following:

- Attend the Senior Patrol Leader meetings and share the information with your fellow Scouts.
- Be responsible for the troop bulletin board: fireguard chart, waiter schedule, troop duty roster, etc...
- Make announcements about upcoming camp activities and schedules.
- Coordinate your troop's participation in all camp-wide events.
- Be sure that Scouts in your troop observe taps and are respectful of other units.
- Maintain the health and cleanliness of your campsite, delegating leadership as appropriate.
- Conduct a brief inspection before your camp commissioner visits each day.
- Note: If there are questions about the site inspection it is the responsibility of the SPL, or youth designee, to interact with the inspecting commissioner for clarification.

Unit Leadership Requirements

All adults leaving camp must sign out and sign back in when they return.

Any adult entering camp that will have direct interaction with ANY YOUTH, other than their own camper, must be YPT compliant in accordance with the BSA Guide to Safe Scouting. ALL other camp policies must be adhered to upon entering or exiting camp.

The Scoutmaster should make the arrangements for the necessary camp leadership. If he/she is unable to attend for the entire week, another capable, trained, and registered adult must be designated to serve as the key Camp Leader. All other adults support the unit under the direction of the Camp Leader.

If units are going to use "rotating" leaders, i.e., if the same 2 adults will not be present all week they must be registered and paid through Black Pug. At no time may a unit be left without two- deep leadership in place. Additionally, all adults staying overnight must follow the previously stated requirements.

Camp Policies

At HMSR, the Scout Oath and Law are our guiding principles. We expect each adult to provide guidance within the unit to follow these principles, the policies of the Camp, the Council, and the BSA. See the Scouter Code of Conduct for more information:

<https://www.Scouting.org/health-and-safety/gss/bsa-Scouter-code-of-conduct/>

In addition to the Scouter Code of Conduct, thank you for observing the following rules

- Flammables: Aerosol cans neutralize water resistance of the tents and should not be used in or around tents or canvas. Open flames are not permitted in or near tents. This includes non-battery-operated lanterns, tiki torches, lighters, candles, incense, and tobacco products. Spare liquid fuel cans and propane tanks that are not in use must be stored safely in the site. Empty tanks are your responsibility and should NOT be placed in the trash. You are responsible for ensuring proper disposal of these tanks.
- Pets are not allowed at camp.
- *ADA Compliant Service Animals are allowed*, you must notify the Camp Director prior to your arrival that you will be bringing a service animal. Emotional Support animals are not allowed.
- Throwing sticks, stones, and rocks and other objects.
- Scouters who are over 21 and use tobacco products may only do so in designated areas.

Visitors at Camp: HMSR offers a busy program from the early morning through late nights. With the busy program schedule, it makes visit time challenging for Scouts and families. We discourage visits from parents, relatives, and friends throughout the busy week and the visits should be kept to a minimum. We know that visits are meant to be positive, however, they could have a negative impact on the Scouts leading to homesickness which can ruin the week for the Scout, Leaders, and potentially others around them. Families may join us for the Friday Family Night Dinner and Program. Understanding all of this:

- Visitors must check in at the Welcome Center upon arrival at the camp to receive a wristband. They must sign-out at the Welcome Center when they leave.
- All participants leaving camp for any reason must sign in and out at the Welcome Center.
- If you have an adult change during the week all new adults must check-in at the Welcome Center.
- All Visitors are subject to Youth Protection guidelines and PA Child Services Act.

Vehicles, Trailers, and Parking

- Riding outside of a vehicle's enclosed passenger compartments is never allowed. This includes riding in the bed of a truck, on hoods, trunks, fenders, tailgates, or in/on trailers.
- Seatbelts must be always worn and every passenger must have a working seatbelt.
- The speed limit in camp is 5mph.
- Only one vehicle per unit will be allowed in camp during check-in or check-out.
- A trailer may be left at a campsite during the week.
- All vehicles driven in camp must have a valid state issued inspection sticker, be in good mechanical condition, and carry minimum liability insurance of \$50,000 to \$100,000.
- Those who are physically disabled and require a vehicle for mobility will be issued a permit at check-in with authorization from the Camp Director. This vehicle must have a PD license plate or a mirror hanging tag. The permit is to be always displayed on the dashboard of the vehicle. Abuse of the privileges will result in cancelation of the permit and the vehicle will be required to be parked in the parking lot.
- HMSR reserves the right to tow any vehicle deemed a health and safety hazard.

Bicycles: Personal bikes are allowed but must be inspected upon check-in. The speed limit is 5 miles per hour and all cyclists must remain on the main roads through camp. The only trail authorized for riding is the Red Trail (see the map). Riding on this trail requires adult supervision and communication with camp staff for safety prior to beginning the trail.

Helmets are required at all times. Bikes must be neatly parked at all times and are not permitted to block paths, walkways, door, ramps, etc.

Fires: Many Scouts enjoy time by the campfire, but fires can pose a hazard in camp. Units must use caution with any fire. During times where open flames are prohibited, the Camp Ranger may declare a ban. All campfires in sites require adult supervision for the safety of the camp and the Scouts. **No fires are to ever be left unattended.** Be sure to extinguish the fire after use. All tinder and kindling can be found on the ground in your site. Larger wood can be acquired at the compound with prior permission from the Ranger.

Knives, Saws, and Axes: Large knives are prohibite. Pocket knives, saws, and axes are allowed but may only be used in campsites and program areas. Proper placement and setting up of axe-yards and a valid Totin'Chip card is required.

Fishing: Our camp has a beautiful lake for fishing and relaxing. Fishing is permitted at one of two docks located by the campfire circle at the North End of camp during daylight hours. Fishing at HMSR is catch and release. Fishing licenses are not required to fish in our lake.

Cutting Trees & Bushes: In keeping with *Leave no Trace* principles, removal of foliage must have the support and approval of the camp ranger in advance.

Personal Property & Belongings: The Hawk Mountain Council and Hawk Mountain Scout Reservation are not responsible for loss or damage to personal property while at camp. We highly suggest that Scouts and Leaders have the ability (and utilize) a lock for their personal gear. Camp can be hot, humid, and WET which can cause damage to personal items. Please be prepared. Please immediately report and theft to the Camp Director. Lost and Found will be located at the Welcome Center.

Dress Code at HMSR: The Field uniform is expected for evening flags, dinner, campfire programs (Sunday & Friday), and chapel service. For the remainder of your time at camp please dress appropriately. If a camper's attire does not meet dress-code expectations, they will be directed back to their campsite to change and the Unit Leader will be informed to assist moving forward.

Footwear: Close toed shoes are required at all Scouting America camps. Open-Toed shoes such as flip flops, sandals, or aqua socks are only permitted in the pool, shower house, and lake front areas.

Lights Out/Quiet Hours: Quiet Hours are from 10:30pm to 6:00am every day. During this time, campers may not be out of their sites without adult supervision. Rest is needed for everyone to have an enjoyable and safe experience each day at camp. Leaders are expected to set the example by respecting quiet times for the benefit of neighboring campers and themselves. You are in an open environment and sound travels well at camp. Please keep conversations low and limit late activities. Headphones are expected when listening to music at all hours; however, you must ensure that you can hear outside the headphones in the event of an emergency

Destruction of Property & Vandalism: Scouts should keep in mind Scouting values when interacting with one another and making decisions. Leaders need to monitor Scouts and prevent them from developing risks that can cause injury to themselves or others, loss of program or equipment, loss of a life, or financial loss. The Scout or Unit that causes destruction or harm to anyone or anything at Hawk Mountain Scout Reservation will be held liable for losses or repercussions. If it is deemed that the situation requires law enforcement, Scouts and Leaders may face legal action and be removed from camp without refund and/or face criminal charges. We ask that Unit Leaders help aid us in eliminating pranks and vandalism. This allows us to focus our resources on the program and keeping camp reasonable for everyone.

Insurance Coverage: All current registered members of the Hawk Mountain Council are covered by health and accident insurance. In the event of a necessary instance, it is up to the family to file a claim. These forms will be provided by a health staff member. The staff of Hawk Mountain Scout Reservation and Hawk Mountain Council are not responsible for following up on unpaid claims or filing any paperwork on your behalf. It is the responsibility of the parent/guardian to complete the claim process. Our staff will provide all of the forms and treatment needed at the time of incident. Out of Council units are not covered under

our policies. These units should check the expiration dates and accuracy of the health insurance information of the members of your unit before attending camp. It is advisable to bring a letter from your council or unit insurance company to show proof of coverage, if applicable.

Youth Protection at Camp

Pennsylvania Child Protective Services Act #15

All agencies and institutions who deal with youth in Pennsylvania are required to comply with the requirements of Act 15. This is a legal requirement of the Commonwealth of Pennsylvania, and is separate from, and in addition to, all Scouting America policies.

- Units from Pennsylvania: The unit is responsible for ensuring that all adults who plan to stay at camp overnight must have completed the three required clearances for volunteers.
- **Units from outside of Pennsylvania:** Adults are not required to get the PA State Background Checks but must ensure they are compliant with their State and Council requirements.
- For more details on these requirements and how to obtain the clearances, go to the “Keep Kids Safe” website (keepkidssafe.pa.gov).

Essential Youth Protection Guidelines

- HMSR and the Scouting America Hawk Mountain Council adhere to all Youth Protection guidelines of the Scouting America. See Youth Protection and Adult Leadership for more information <https://www.Scouting.org/health-and-safety/gss/gss01/>
- All adults coming to camp should review youth protection guidelines prior to arrival.
- All adults involved in Scouting are mandated reporters and shall report to local authorities any good-faith suspicion or belief that any youth is or has been abused.
- All adults at camp must be registered. They must have Youth Protection Training within two years. Units when checking may be asked to provide documentation upon request to certify that leaders have updated training.

The following barriers to abuse within Scouting are used at camp to ensure the safety of our campers. All adults are required follow these guidelines:

- Two deep leadership: The foundation of our Youth Protection program – all activities must be supervised by two registered 21+ adults.
- The buddy system: The buddy system for youth is required. Buddy pairs of 2 cannot be mixed gender. However, a third youth/participant may be added to allow for a mixed gender buddy group of 3.

- No one-on-one contact: Personal conferences must take place in plain view of others.
- Respect of privacy: Separate shower facilities are provided for youth and adults, as well as males and females. Adults may intrude on privacy only for emergency health and safety concerns. The use of smartphones, cameras, mirrors, etc., in places or situations where privacy is expected is prohibited.
- Separate accommodation: Scouts BSA youth may not share a tent with an adult. Male and female leaders may not share a tent unless they are married. Youth may not share tents with youth of the opposite gender or with other youth who have more than a 2-year difference in age.
- Inappropriate public displays of affection and any sexual activity is prohibited.
- No secret organizations or activities: All aspects of the Scouting programs are open to observation by adults.
- Appropriate attire: Proper clothing is always required. Swimwear at camp should be modest. For males, swim trunks or board shorts are appropriate. Tight-fitting swim briefs or drag shorts are not allowed. For females, bikinis are not allowed. Modest tankinis or one-piece swimsuits are appropriate.
- Constructive discipline: Discipline should be constructive and reflect Scouting's values. Corporal punishment is never permitted.
- Hazing and bullying is prohibited: Physical hazing, bullying and initiations of any type are prohibited and may not be included as part of any Scouting activity.
- Youth leader training and supervision: Adult leaders must monitor and guide the leadership techniques used by youth leaders to ensure that BSA policies are followed.
- Current YPT FAQs can be found here: <https://www.scouting.org/health-and-safety/yp-faqs/>.

Hazing: Hazing, initiations, and bullying do not belong in Scouting and will not be tolerated at camp. Leaders should make sure any improper incidents are reported immediately. Leaders need to be alert for behavior that appears to be hazing or initiation-related and report it to the Camp Director.

CAMP EMERGENCY PROCEDURES

If you experience an emergency at camp **notify the nearest staff member immediately**. Some situations that are considered emergencies

- Lost/Missing Camper
- Severely Injuries
- Unauthorized Visitors/Intruders
- Fires

Emergency procedures will be covered at the emergency drill late Sunday afternoon. All Scouts and Scouters will assemble on Gilwell Field (in front of the dining hall) for further instructions and information.

WILDLIFE AT CAMP

Most of Hawk Mountain Scout Reservation is now a part of a conservation easement meant to protect the land for the wildlife and generations of Scouters to come. Please help us protect this land by adhering to the following:

- If you encounter wildlife during your time at camp, let them be. Don't attempt to interact with them or chase them away. We expect that all campers are respectful to the wildlife and utilize the Outdoor Code while in camp.
- Please report any issues with wildlife to the Camp Director or Camp Ranger.
- Please do not create new trails, holes, or any other terrain features.
- Please do not move rocks or other parts of camp from one location to another.
- Understanding that you are living outdoors around wildlife, bugs, and insects is imperative. Check for tick bites and wear repellent when needed.

Campsites

Most campsites at HMSR are arranged in patrol settings. There is typically a fire ring in the patrol site or at least one for the entire site. As noted before, you may be sharing a site with another Unit. Please be courteous and keep your Unit together. Campsites do not have access to electricity. If you require electricity for medical purposes, please contact the Camp Director as soon as possible to make arrangements.

Tents: HMSR utilizes Scouting America standard canvas tents on wooden platforms. Tents sleep two persons. There are two cots in each tent. Cots are easy to move if you wish to bring your own cot. If you choose to remove the cot from your tent, please store it in the pavilion and return it to the tent at the end of your stay. Foam pads may aid in your comfort on the cot. Please report any issues with the tents to your staff guide during check-in on Sunday.

Pavilions: All campsites have a pavilion and picnic tables. Units can use this for dining or other activities during their stay.

Latrines: Most campsites have running water and latrines. Units are encouraged to bring their own soap for handwashing at the latrine. Latrines are pit-latrines and are open to the outdoors, so it can be cool when using the facilities. Please respect the Scouts and Leaders that are using the latrines. Units should make accommodations for female Scouts using the buildings.

Terrain: Campsites will be rocky and possibly muddy in some areas. Driveways are steep and windy. Scouts should use caution when walking in and around the campsite. Proper footwear and clothing are required when Scouts are out of their tents.

Trash Collection: Each site is equipped with a trash receptacle. Trash is collected throughout the week. Please place your closed and tied bags at the end of your driveway by

the road in the morning. Please don't leave tied bags by the road at night, to reduce the chance of attracting wildlife. Units are welcome to dispose of their trash at the dumpsters located at Willits Dining Hall and Miller Conference Center. Cardboard can be disposed of at Willits only.

Leave No Trace: Units are prohibited from altering their site during their stay at camp. Any conservation projects must be approved by the Camp Ranger. If there are concerns with something in the site, please notify the staff guide on Sunday or the Camp Director.

Shower Houses and Restrooms

Climate controlled flush toilets are available at the following locations:

- Welcome Center (single stall)
- Cub Pool
- Reary Pool (single stall and shower house)
- Cub Comfort Station

Shower Facilities are available as follows:

- Cub Pool
 - Both Male and Female Facilities for Youth and Adult
- Reary Pool
 - Single Stall Showers Available for female adults
 - Male Youth and Adult Facilities
 - Youth Female Facilities
 - Single stall showers can be used by any camper

There may be times when we need to close these facilities for maintenance or cleaning. Please respect these buildings and treat them as if they are your home. Shower shoes are recommended. You are showering on concrete floors. Shower houses are not meant to replace the facilities in your sites. They are an amenity for when you are showering or out of your site for program. Units will be asked to sign up for a rotation to clean these facilities.

Shower houses and bathrooms are closed to Campers after curfew.

Camp Tools & Supplies

You will be provided with a cleaning kit in your site at the start of the week. That kit will include the following:

- 3 Buckets (1 for cleaning, 2 fire buckets)
- 2 Trash Bags
- 1 Hose
- 1 Broom & Dustpan
- 1 Bottle of Cleaner
- 1 Extra roll of toilet paper
- 1 Roll of Paper Towels

If you need trash bags, toilet paper, cleaning supplies, etc. – please visit the program team in the Scouting America Headquarters. We will try and issue them to you there or arrange to have them dropped off ASAP.

Camp Tools: If you need axes, saws, or other tools to aid in campsite upkeep please contact the team in the Scouting America Headquarters, the Camp Ranger, or the Camp Commissioner. Any unreturned or damaged equipment is your responsibility and will be billed to you at checkout

Medical Information

HMSR is always staffed when campers are present with trained medical staff. We have a Health Lodge that has the necessary tools to provide care to someone in need. The Health Lodge is the first aid station for our camp. It is located below the Miller Conference Center. Our staff can help with cuts, scrapes, bites, burns, and other general care. We have AED units in various places in camp and employ certified staff to use these units if needed. We also have many staff members trained in CPR and first aid. If our medical staff can't treat your Scout or Leader, we will utilize a local urgent care facility or emergency room. Our Health Lodge also has a place for your Scout to rest quietly in air conditioning if needed. However, if your Scout is not able to or is too sick to spend the night in their tent, they must return home until they feel well enough to return.

Injuries and Illnesses: All illnesses and injuries while in camp must be reported to the Health Officer. We want to address any immediate concerns for the safety of everyone. The Health Officer will determine the next steps for the ill or injured camper. If a camper is feeling sick, please report it to the Health Staff so that we can potentially minimize the impact of others falling ill. Serious injuries require the completion of an incident report.

Medical Forms: All campers and leaders who attend camp are required to have an up-to-date health history and physical examination form on file with the Health Officer. **Units must provide photocopies of the original forms for each person. Health Forms will not**

be returned at the end of camp. Per national Scouting America policy and HIPPA regulations regarding privacy we cannot accept electronic copies such as emails, flash drives, etc. https://filestore.Scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf

Any person who arrives without a current medical form on file may not stay in camp beyond 24 hours and will not be permitted to take the swim test or participate in any strenuous activities. Arrangements must be made to obtain a physical exam within that time frame or else the person must return home until the situation is resolved. There is a local urgent care facility that offers walk-in service. Units are responsible for any costs of getting a new physical as well as making transportation arrangements.

For adults who are staying less than 24 hours in camp, a current medical form Part A & B is required to render appropriate emergency medical treatment if needed. Medical forms provide basic medical history and emergency contact information. Swimming and strenuous activities will be permitted at the discretion of the Health Officer.

Medications: Units will have the option to arrange for the camp to distribute to the youth or keep them and have the unit administer them. If the unit chooses to administer they will need to collect the tracking sheet at check in and follow reporting procedures.

Contact Information: Please ask parents to keep their emergency contact person informed of their whereabouts or of any special information that may be helpful in the event of an emergency. Please also make sure that the person you list as the emergency contact knows that they are listed on the form. We don't want to surprise them if there is an emergency, and we need to call them.

Accessibility: Most of the facilities at HMSR are accessible. Wheelchair access is available to most program areas as well as the camp offices, trading post, dining hall and shower house facilities. Please notify the Camp Director if your unit has any special needs for accessibility and we will do our best to accommodate them. We have sites in camp that are ADA compliant.

CAMP STAFF

Our camp staff is made up of selected and well-trained youth and adults. Many of our staff are experts in the areas they work in. We select staff based on their knowledge and experience. We also look for leadership skills, enthusiasm, maturity, and customer service ability. We employ many unique and talented staff for the summer. Many are Eagle Scouts or maybe just a few more steps to getting there. Many love spending summers at camp! We have staff from different parts of the State and staff from around the world! Our staff goes through a structured training program that is required by Scouting America. Most are trained in CPR and First Aid. Everyone is trained in Scouting America Policy, Customer Service, Teaching, Safety, Emergency Training, Youth Protection and Youth on Youth Abuse, and so much more before we open the camp for the summer. Customer service is our goal, and our staff is dedicated to doing whatever it takes to make your stay at HMSR memorable. If you ever have any comments, compliments, or suggestions please use our QR codes posted in camp to share your feedback.

Help from Leaders: and your relationship with staff. The staff will count on leaders as part of the extended staff family. We may ask Leaders to volunteer to help in the program area or with a specific project or activity. Some programs require additional supervision, and we need your help! If you ever have an issue with your relationship with staff, please reach out to the Area Director or the Program Director.

Areas to Improve: We believe that we can always learn from you! Our staff and program will only get better with feedback. We have QR codes posted throughout camp for you to share real time compliments or improvement suggestions with our Camp Leadership Team. You are also welcome to talk directly to the Camp Program Director or the Camp Director to address concerns immediately. You will receive a link on Wednesday of your stay at camp for our electronic survey. We would love for you to take time to complete this survey. We will add a link to this guide when it is published.

Our Camp Director and Program Director always have an open door. Please request an appointment to meet with them to share any feedback or concerns that you have.

JOIN OUR TEAM!

Our staff is not just a group of counselors having fun, but rather a family dedicated to providing outstanding experiences to all of our campers. Each of our counselors and support staff receive extensive training in their roles at camp, as well as specific knowledge in customer service, emergency procedures, and youth protection. We look for only the best staff members who possess the following qualifications:

- Be at least 16 years old.
- A positive attitude and a strong work ethic.
- A desire to make a lasting impact on the life of a Scout.
- A willingness to live by the Scout Oath & Law.

APPLICATIONS BEING ACCEPTED NOW - <https://hmc-bsa.org/summer-camp-staff-2025/>

