



# Junior Staff Orientation

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**Meridian Cub Scout Day Camp**  
**June 13-17, 2022**

# **Executive Staff:**

## **District Executive**

**Rand Mahoney**

**Boy Scouts of America**

## **Camp Directors**

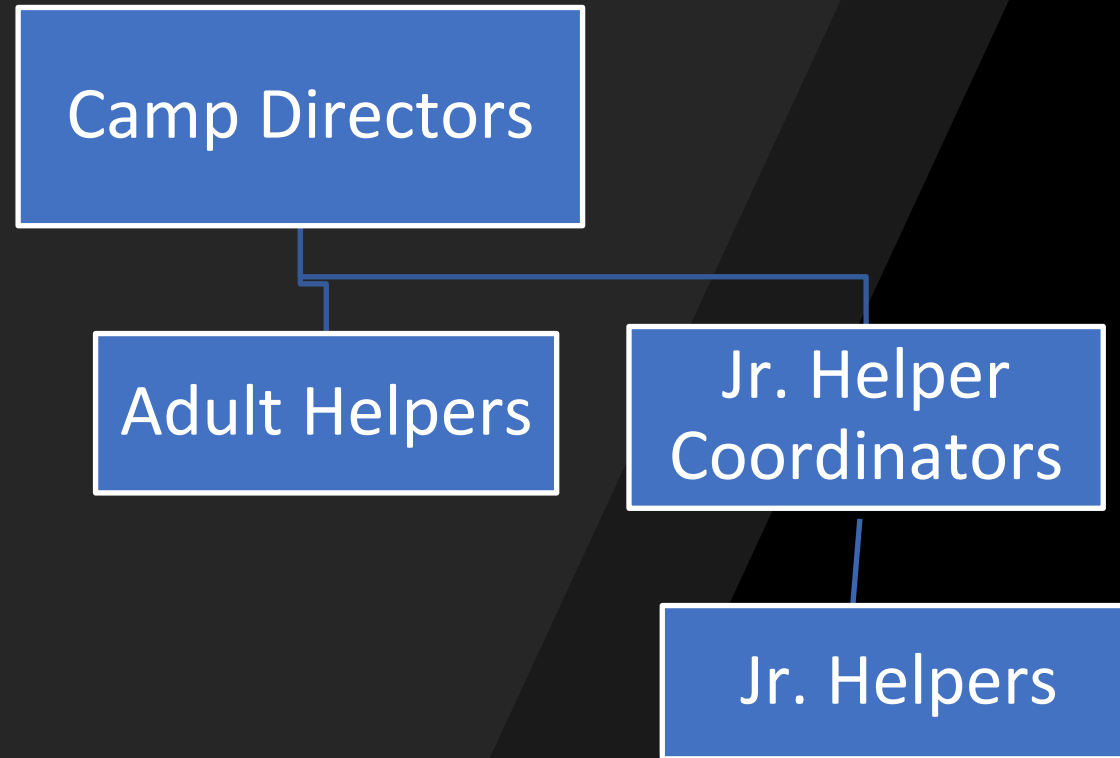
**Ashley Turner**

**Cassie dela Cruz**

## **Program Director**

**Eleen Hsu**

# Organization:



# When to come

## Monday - Thursday

**Drop Off:** 8:00 a.m.

**Pick Up:** 4:00 - 4:15 p.m.

## Friday

**Drop Off:** 8:00 a.m.

**Pick Up:** 2:30 - 2:35 p.m.

# When to come

If you are coming to camp with an adult who is also volunteering, come when they do.

If you are coming with a younger brother or sister who is attending camp as a Camper, then come when they do.

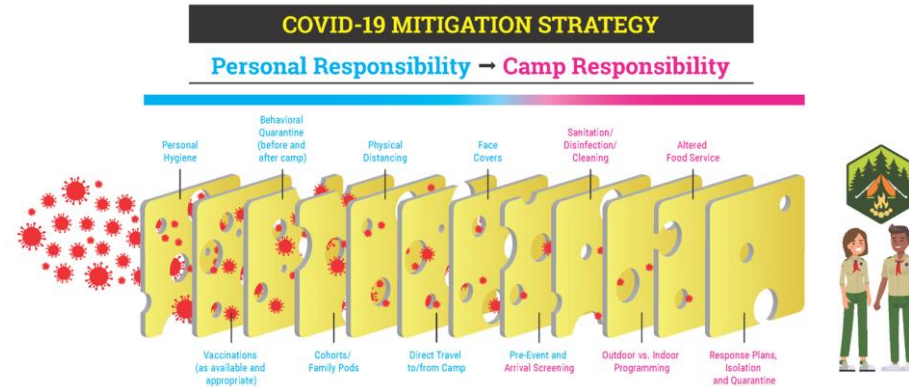
- (Don't come earlier than them).

# Where to go

Lawn in front of the pool.

Check in with Junior Helper  
Coordinator & get  
assignment.

- Helping escort campers.



Do not participate if you have any of the following symptoms in the past 24 hours:

- ☐ Fever (100.4° F or greater)
- ☐ Vomiting
- ☐ Diarrhea
- ☐ New cough

Do not participate if you or anyone you live with has recently tested positive for COVID-19 or does not have test results back.

If you have a positive COVID-19 test, follow the CDC guidance for isolation and your personal health care provider's treatment recommendations.

Do not attend any activity/meeting/event if you, anyone you live with or anyone you have recently been around feel unwell. Symptoms might include: unexplained extreme fatigue, unexplained muscle aches, new rash, sore throat or open sore

Campers: Do your part to stop COVID-19 in its tracks.

## DID YOU WASH YOUR HANDS?



### — ASK YOURSELF: —

Did I just go to the bathroom?

Am I about to eat?

Did I cough or sneeze?

Did I touch supplies, objects or  
equipment that other people  
have touched?

Did I touch any animals or pets?

Did I touch garbage?

If you can't wash your hands,  
ask your counselor or an adult  
for hand sanitizer.

- All participants will **wash or sanitize their hands** between each program session.
- There will be extra hand sanitizing stations positioned throughout the camp to encourage a high level of personal hygiene.
- **Participants shall not share items, especially water bottles.**



## DON'T FEEL WELL? TELL AN ADULT IF YOU FEEL SICK

If you feel sick, tell your mom or dad or caregiver before you come to camp. If you get sick at camp, tell your counselor or an adult right away.



### OTHER SYMPTOMS INCLUDE:

fever, runny nose, diarrhea, feeling nauseous  
or vomiting, feeling tired, headache,  
and poor appetite

Should any participant (Youth or Adult) or family member develop COVID within 10 days following camp, please email Rand Mahoney, the Meridian District Executive, at [rand.mahoney@scouting.org](mailto:rand.mahoney@scouting.org) as soon as possible after the diagnosis.

**Adults or trained Jr. Helpers should fill water bottles, not youth to prevent cross-contamination. Do NOT touch the water bottle to the spout.**



# Cleaning Supplies at Unit & Activity Tables



# Camp Uniform

## Everyone must wear the camp shirt.

- Extra shirts are available for those who forgets but must be returned at end of day.

## T-shirt colors:

**PURPLE** – Core Staff

**PURPLE** – Adult Volunteers

**GREEN** – Cub Scouts

**GREEN w/ Golden bandana** – Junior Helpers

**GREEN** – TAGs

## EVERYONE must wear close-toed shoes.

- No sandals, no flip-flops, Crocs or any open toed shoes allowed.
- Campers will **not** be able to participate and parent will be notified to deliver the proper shoes pick up their scout.
- Aquatics station only exception to shoe rule.
- No Flip flops. All concrete area.

# Camp Rules

- All Junior Helpers are required to wear the official camp uniform.
- They are part of a team and will *do their best* to be on time.
- They may be asked to do something that is not related to their primary assignment, but agree, as part of the team, to help out when and where they are needed.
- No obscene, abusive, or lewd language, gestures, or action.
- No rough-housing or bullying.

# Health & Safety

1. Purpose and Methods
2. Buddy System
3. Medical Station
4. Medication Policy & Procedure
5. Youth Protection



# Buddy System

**Every Jr. Helper is paired with another Jr. Helper (or camper/scout).**

**No Jr. Helper leaves without their buddy, this includes potty breaks!**

# Camp First Aid Station

The First Aid Station is located on the immediate left-hand side as you enter camp, next to the pool area.

- A qualified Health Officer/Medic will be assigned at the station every day.
- Everyone at camp must have their A & B forms on-file to be allowed on-site.
- Any camper injured at camp should report to the tent for evaluation.
- On Adult direction, Junior Helpers may escort them to the tent.



# Medications

Any kind of medicine (prescription or over the counter) while at Day Camp, this must be turned into the First Aid Station at the beginning of camp and picked up on Friday.

**Exception:** Epi-pens and rescue inhalers will stay with the camper.

- An extra one should be left with the First Aid Station as well.

Campers should not bring medications to camp if not absolutely necessary.

Must be in their original containers in a one gallon zip lock bag labeled with their name and troop number.



# For all medications

- Original pharmacy container.
- Written instructions must be included with the Scout's name, medication name, when to be administered, and what quantity (dosage) to be administered.
- This must be annotated on the Medical A&B form that was turned in during registration.
- Contact the Camp Directors before camp if any medication requires refrigeration.



# Cameras & Imaging Devices

While most campers and leaders use cameras and other imaging devices responsibly, it has become very easy to invade the privacy of individuals.

**It is inappropriate to use any device capable of recording or transmitting visual images in changing rooms, restrooms, or other areas where privacy is expected by participants.**

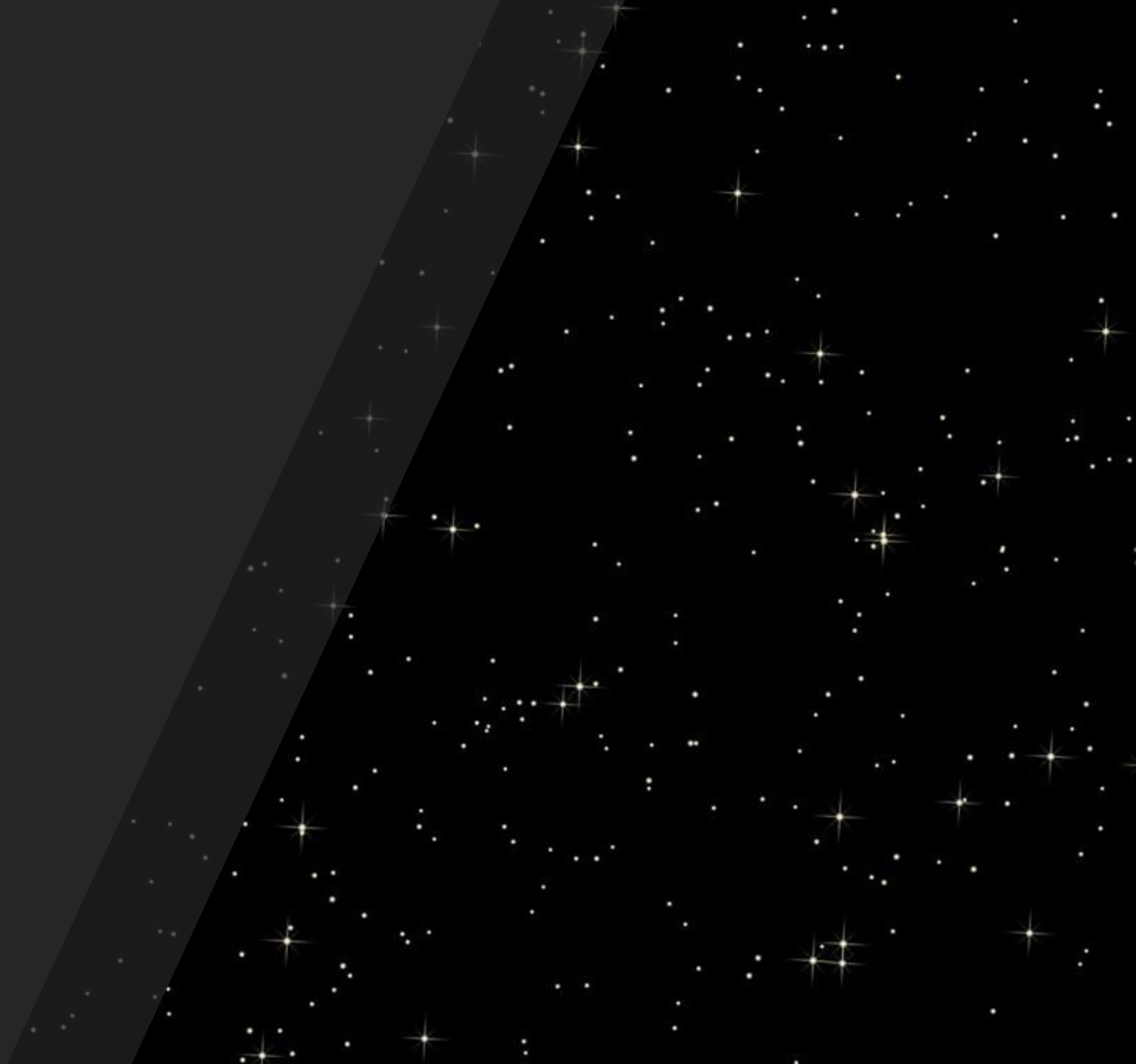


# Reporting Requirements

**If you are uncomfortable about any situation, report to the nearest adult.**

**If you see something wrong, report to the Activity Leader or Jr. Helper Leader**

# Camper Security



# Unauthorized Person in Camp

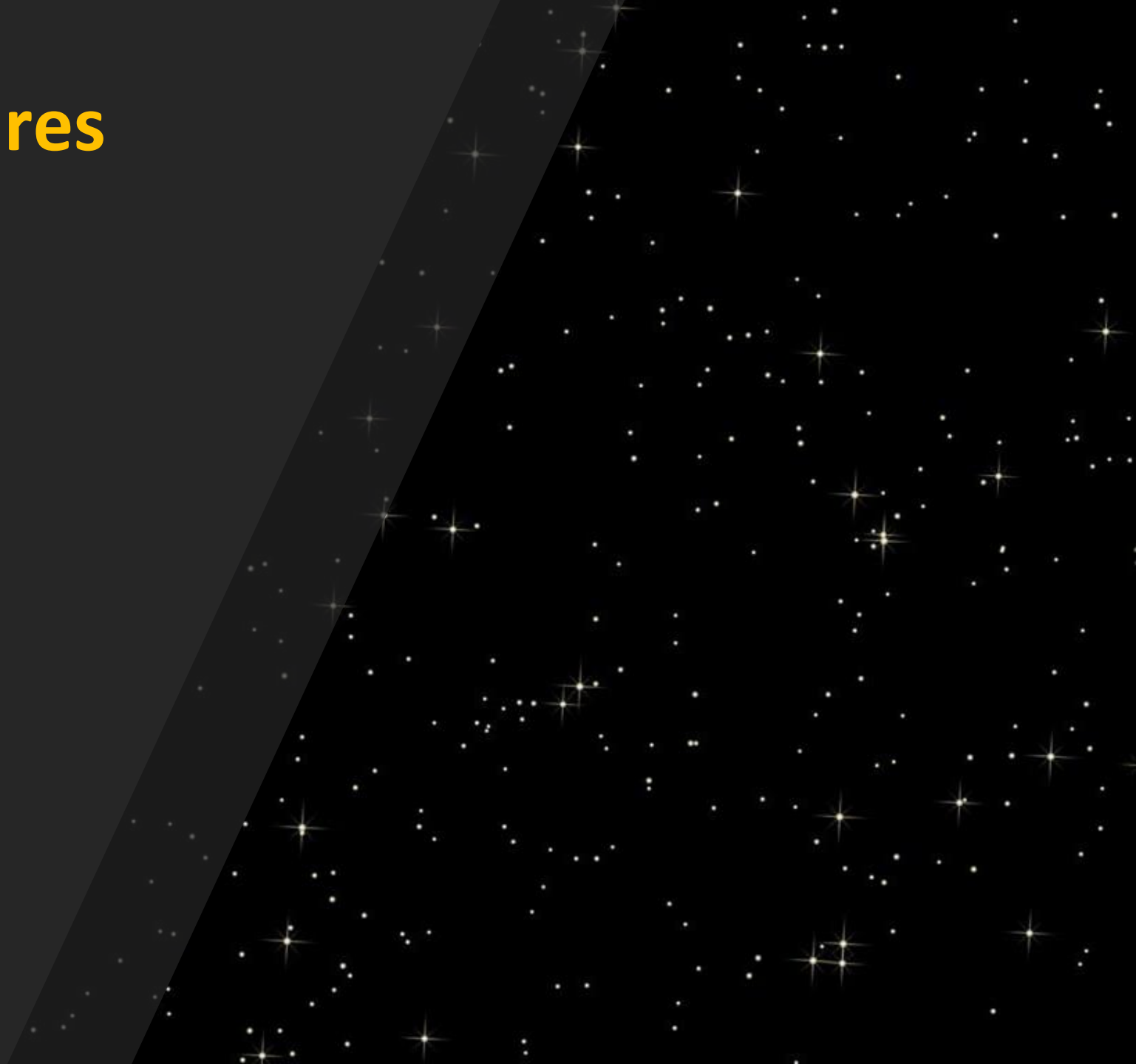
## STRANGERS AT CAMP/UNWANTED GUEST

- Report any strangers or unwanted guest to an Adult Leader.

## MEDIA

- Be friendly with all visitors. Ask them to check-in with Camp Headquarters.

# Emergency Procedures



# Alert Signal

3 short blast from the air horn.

Everyone will meet at the Drop Off / Parking Lot area when alert signal is activated and stay seated with their Unit and wait for instructions.

Stay with the Adult Leader if you are assisting a Adult leader.

Jr. Helpers gather assist the Adult leaders in the gathering.



# Missing or Lost Camper

1. Assemble the Unit and ask the missing Camper's buddy where he/she is.
2. Unit Leaders and adult volunteers are to look for the child.
3. Alert Camp Director immediately!
4. If Camper is still not found the Emergency Signal will be activated.
5. Everyone to assemble at gathering location until the lost Camper is found or until it is determined that the Camper is not on the premises.
6. Camp Directors will notify the parents of the child and proper authorities will be contacted.

## Accident and/or Illness

1. Buddy system person to the First Aid Station.
2. Health Officer will evaluate the situation and summon emergency help as needed.
3. Camp Directors will notify parents in event of a serious accident or illness.
4. Do not discuss incident with anyone other than the Camp Health Officer, District Executive or Camp/Program Directors to protect yourself from liability.

# Fire

1. Report any fire immediately to the nearest Adult Leader!
1. Emergency Signal (3 blasts) will sound. All Units to the gathering area.
1. Stay with the Adult Leader and assist them in moving the Cubs to the gathering area in the parking lot.

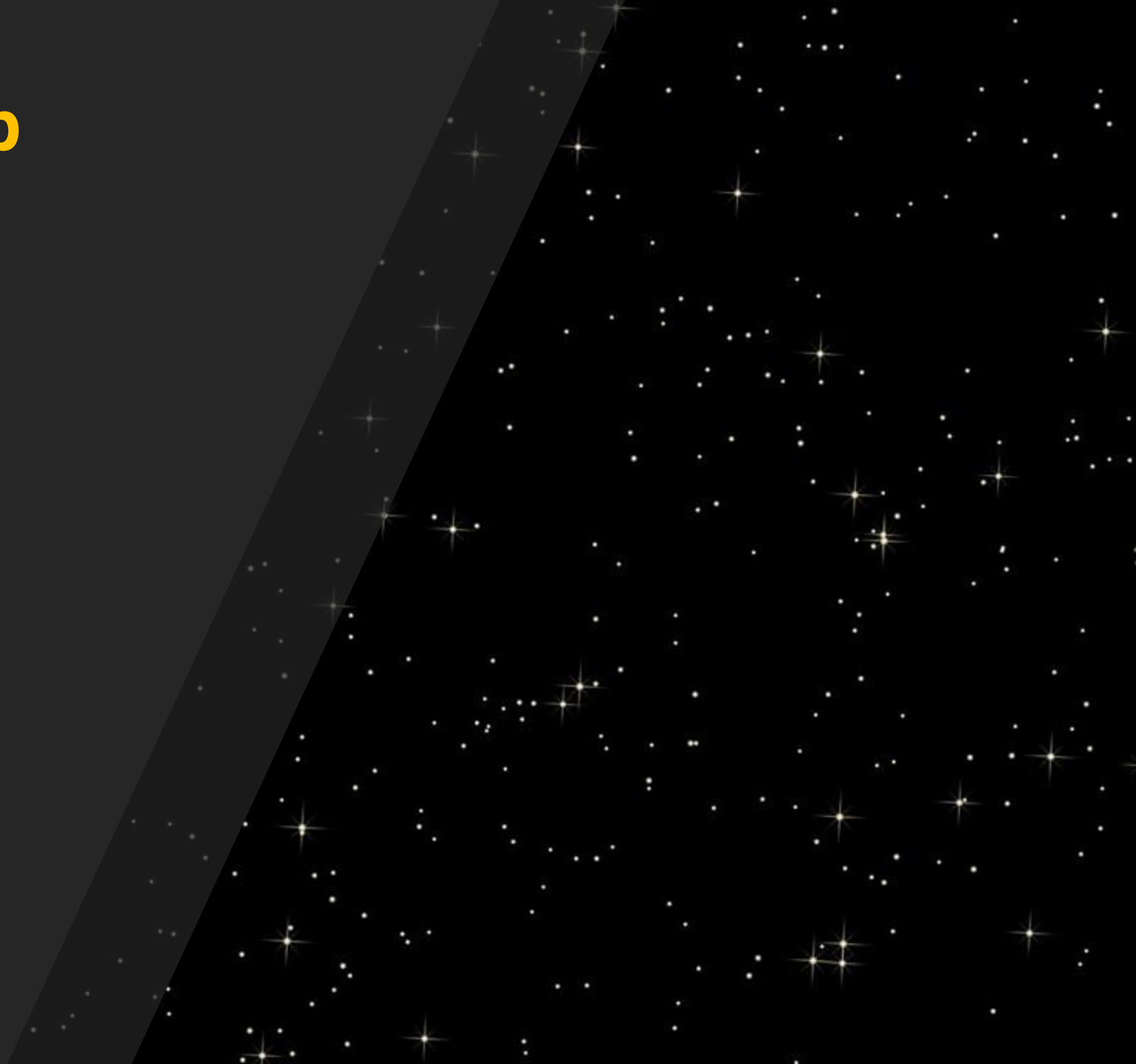
# Severe Weather / Wildfire

1. Staff will be alerted to any weather/wildfire alerts from the Camp Director.
2. Emergency Signal will sound. All Units will assemble at the gathering area for further instructions.

# Animals & Wildlife

1. Leave animals alone. Do not allow campers to approach or harass any animals.
1. Snakes, ticks & Poison Oak: keep campers out of tall grass, hillsides and non-program areas.
1. Stay on trails during hikes.
1. Notify nearest Adult Leader of any stray dog or animal with threatening behavior.
1. Do not feed any animals!

**End of Day / Pick Up**



## Pick Up Slips Needed for Each Day:

These pick-up slips must be filled out completely.

- Give a SLIP to the person picking up your child each day.

**Every adult, including parents, picking up a child from camp MUST present a valid pick-up SLIP EACH DAY.** You even need a SLIP for your own child.

**CIRCLE THE DAY**



### BSA Golden Gate Area Council Meridian Day Camp PICK UP SLIP

PLEASE PRINT: Unit # \_\_\_\_\_

Camper name: \_\_\_\_\_

The adult driver holding this SLIP  
(print name here)

has permission to pick up my SCOUT from day camp

Signature of Parent/Guardian: \_\_\_\_\_

M Tu W Th F Date \_\_\_\_\_

Driver will be asked to show a picture I.D. before camper is released.

**Separate Pick Up Slip is needed for each camper.**

**Thursday**

# **Junior Helper Appreciation Party!**

**Junior Helpers are invited to a  
swim and pizza party.**

**Thursday, June 16**

**4:20 p.m. to 6:00 p.m.**





## **Service Hours**

**Tell your Scoutmaster you are volunteering at camp now in order to possibly get Service Hours credit.**

**Certificate at the end of camp.**

# Paperwork

## MERIDIAN DISTRICT CUB SCOUT DAY CAMP - 2022

### *Jr. Helper Forms Packet*

Please fill out the attached forms on the following pages.

Forms MUST be turned in at the Jr. Helper training - time & locations at:

<https://meridian.ggacbsa.org/day-camp>

<input type="checkbox"/>	Medical Form – Parts A & B (give us the copy, you keep the original)
<input type="checkbox"/>	Insurance Card – (give us the copy, you keep the original)
<input type="checkbox"/>	Shooting Sports Form (required if scout will do archery, BBs, slingshots)
<input type="checkbox"/>	Jr Helper Day Camp Behavior Form
<input type="checkbox"/>	BSA Online registration/payment (ONLY REQUIRED IF THE YOUTH <u>IS NOT</u> CURRENTLY REGISTERED WITH BSA)

#### NOTES:

If the Jr. Helper scout is currently registered with their troop, no BSA application (or online application) is needed.

**Thank-you!**

**Without your help, Day  
Camp could not happen!**