

Sam Houston Area Council Winter Camp XXXIII

Bovay Scout Ranch

**3450 County Road 317
Navasota, TX 77868**

Bovay Scout Ranch was founded in 2001 and is named after its founders, Mr. and Mrs. Harry E. Bovay Jr. Located three miles south of downtown Navasota, Texas, Bovay Scout Ranch offers each visitor an opportunity to enjoy the wonder and beauty of central Texas. Bovay Scout Ranch is a sight to behold with its rolling hills and lakes, campsites surrounded by native Huisache and Bois-d'arc trees and sunrises and sunsets that are absolutely breathtaking. The ranch's 1,498 acres are a natural paradise for plants and wildlife.



Russell Carman
Winter Camp Director
phi112@yahoo.com

Nathan Doherty
**Winter Camp Professional Staff
Advisor**
[\(713\) 756-3308](tel:7137563308)
nathan.doherty@scouting.org

Mission Statement

Winter camp is a Boy Scout resident camp run by volunteers designed to:

- **Strengthen troops through the patrol method** – Many activities and competitions are designed to encourage troops to work through the patrol method to participate in various activities throughout camp and to reinforce through week-long exercise the principles of the patrol method taught at weekly troop meetings throughout the year.
- **Provide opportunity for individual advancement** – Camp offers an extensive number of merit badges taught by Scouters with “real world experience”, providing a fun venue for Scouts to receive an in-depth look at subject matters which could lead them to a better appreciation for the subject and possibly influence their future education and career decisions. In addition, through instruction in traditional Scoutcraft, newer Scouts are prepared through the rank emphasis program to return to their troop and excel in meeting and exceeding the requirements for the Tenderfoot, Second Class, and First Class ranks.

Scouts and Scouters alike are expected to strive to achieve the above aims while living the principles of the Scout Oath and Law.

Staffing

One of the many unique aspects of our winter camp is the fact that our entire staff is composed of volunteers. We do not hire Scouts or adults to teach merit badges or run our kitchen. We rely upon volunteers to take time away from work and their families in order to provide an outstanding program for the hundreds of Scouts in camp each year.

In order to be able to provide adequate staff for our camp, we require **all** troops attending winter camp to have at least one person from that troop on our staff for every six Scouts registered for camp, or any portion thereof.

For example, if a troop is bringing just four Scouts to camp, they need one person from the troop to serve on staff for winter camp. If a troop is bringing eight Scouts to camp, two people must serve on staff.

For troops bringing up to 12 Scouts, this shouldn't pose a major issue, as each troop should be bringing at least two adults to camp to meet two-deep leadership requirements.

Rest assured that any adult leader who agrees to staff at winter camp will not have their ability to supervise and advise their troop adversely affected. The greatest need for most staffers is during times when most Scouts are busy at merit badge classes or enjoying activity period.

Prospective staff members must be at least 15 years of age (certain staff positions may have more stringent age requirements). Interested persons may [apply for staff](#).

Applications are subject to approval by the camp director and must be submitted on or before November 15th.

Registration

The cost for each Boy Scout to attend winter camp is \$295. Each troop must pay a \$295 deposit upon registration. In addition, to secure spots for individual Scouts, the troop must pay a deposit of \$125 per Scout by October 31st. Troop registering after this deadline need to pay the deposit for each Scout at the time of registration. This deposit may be transferred to another Scout in the same troop but is not refundable.

Important Dates

Winter Camp Fee	Date Due	
Camp Registration	with Registration	\$295
Individual Scout Deposit	October 31	\$125
Scout Balance	December 1	\$170
Adult Fee*	December 1	\$150

*Each troop is allowed to register up to two adult leaders at no cost. Important BSA policy changes: Effective 05/2018 ALL adults attending camp must be registered members of BSA. Two registered adult leaders over 21 years of age are required for all Scouting activities. All additional leaders are \$150 per adult. Those adults serving on staff will not be charged a fee. The two free adults, as described above, are in addition to those adults serving on staff.

Units must provide one staff member for every six Scouts attending winter camp. The winter camp staff register individually, and not with the unit.

*The state of Texas requires that the council conduct a criminal background check and sex offender database check on every adult who will be at camp. All adults attending winter camp must submit an **Adult in Camp Compliance** form on or before December 1, 2018, to allow sufficient time for the background checks to be completed. **Adults who do not submit to the background check will NOT be permitted in camp.***

Individual Scout Registration

Scouts may attend winter camp even if their troop isn't attending. Scouts have two options:

1. Scouts attending without a parent/guardian must find another troop to attend winter camp with. The winter camp staff can help Scouts find a troop. The unit hosting the lone Scout will add the Scout to their winter camp registration. The parent/guardian then pays the registration fee to their winter camp troop.
2. Scouts attending with a parent/guardian should register as a unit. On the online registration form, answer "yes" to the question, "Do you need to be put in a campsite with another troop to meet leadership requirements?"

For further assistance with Individual Scout Registration, please contact the Winter Camp Registrar: Alyssa Hightower wintercampregistrar@gmail.com

Deadline for Outstanding Balances

All outstanding fees must be paid on or before December 1st. Any troops not paying the full balance by that date risks having their registration canceled and all deposits being forfeited.

Camperships

A limited number of camperships are available each year for Scouts that have severe financial hardships. Troops should encourage Scouts to earn their own way through unit fundraisers. For more information about Campership:

<http://www.samhoustonbsa.org/Data/Sites/1/media/camping/2018-campership-form.pdf>

Applications are due by **October 15**.

Refund Policy

The council refund policy can be found at www.shac.org/forms#refund.

Mandatory Unit Leader Informational Meeting

December 12, 2018 | 6:00 - 8:00 pm

All troops should send at least one leader, preferably the acting winter camp Scoutmaster, to the informational meeting. Critical information about camp will be provided and questions answered. The meeting will be held at the Cockrell Scout Center, which is located at 2225 North Loop West, Houston, Texas 77008.

Early Check-In

Troops may check in several weeks before camp begins. By checking in early, a troop will be provided with a pass that they will present at the security checkpoint they reach when first arriving in camp. Troops that have checked in early will then be allowed to proceed immediately to their campsite, or if they have changes to their check-in information, they will be allowed access to an express check-in line available only to those who have checked in early. This line will be intended only to update an existing early check in with minor changes to the troop's roster.

Early check-in will be offered at the following times:

- Saturday, December 8, 2018, from 8:00am to 3:00pm at Bovay Scout Ranch
- Wednesday, December 12, 2018, from 5:00 pm to 9:00 pm at the Cockrell Scout Center
- Saturday, December 15, 2018, from 9:00 am to 12:00 pm at the Cockrell Scout Center

In order to be eligible to participate in early check-in, each troop must have the following:

- **[BSA Annual Health and Medical Record](#)** (including Parts A, B & C) for each person attending camp (youth and adult)- must be signed by a parent (or participant if 18 or older) and a physician, dated after 12/1/2017.
- **[Youth Protection Training Certificate](#)** completed since March 31 2018 for **every** adult attending camp
- **[BSA Hazardous Weather Training Certificate](#)** completed since 2017 for **every** adult attending camp
- **[Adult in Camp Compliance Form](#)** submitted no later than December 15th 2018 for **every** adult coming to camp.

Participant Packing List

- [BSA Annual Health and Medical Record](#) (part A, B, C) signed by a parent and a physician on or after 1/1/2018.
 - Field uniform (Scout uniform) and belt
 - [Clothing appropriate for weather](#)
 - Long sleeve shirt (2 to 4)
 - Socks (4 or 5 pair)
 - Pants (2 to 4 pair)
 - T-shirts (no tank tops) (4 or 5 pair)
 - Shoes (closed toe) or hiking boots
 - Cap or hat
 - Underwear
 - Pajamas or sleeping clothes (wool, polypropylene or polyester, never cotton!)
 - Sleeping bag (1 or 2), blankets, sheet
 - Pillow
 - Cot or pad
 - Personal first aid kit
 - Rain gear (pants and jacket)
 - Winter coat
 - Towels and washcloth
 - Soap and shampoo
 - Toothbrush and toothpaste
 - Comb, brush, mirror
 - Flashlight and extra batteries
 - Insect repellent (non-aerosol)
 - Sunscreen
 - [Boy Scout Handbook](#)
 - Water bottle (or canteen) and cup
 - Spiral notebooks
 - Pen or pencils
 - [Completed merit badge prerequisites](#)
 - Letter writing material
 - Backpack
 - Work gloves
 - Dirty clothes bag
 - Watch
 - Portable chair or camp stool
 - Pocket knife and [Totin' Chip](#)
 - **Optional**
 - Thermal underwear (pants and shirt, not cotton)
 - Spending money for trading post
 - Nontoxic, noncombustible, environmentally friendly hand warmers
 - Mosquito netting
 - Camera
- Do NOT Bring:**
- Valuables
 - Electronics (e.g., iPod, iPad)*
 - Fireworks
 - Sheath or hunting knives
 - Pets
 - Hammocks
 - Personal firearms and ammunition
 - Jewelry
 - Personal bows and arrows
 - Fuel burning hand warmers
 - *Electricity is very limited.

Mark all items with name and troop number.

Recommended Troop Equipment

<p>Participant packing list</p> <p>Troop sign (should include troop number)</p> <p>Troop flag</p> <p>US flag</p> <p>Twine and poles for lashing</p> <p>Lanterns</p> <p>Stove</p> <p>Matches/lighters</p> <p>Dining fly(s)</p> <p>Rope</p> <p>Tents, poles & stakes</p> <p>Five-gallon water buckets (with lids)</p> <p>Ice chests</p> <p>Trash bags</p>	<p>Lockable storage container</p> <p>Troop first aid kit</p> <p>Compass</p> <p>Service project gear: shovels, rakes, hoes, bow saws, loppers, hammers</p> <p>Camp chairs</p> <p>Pots—coffee/water</p> <p>Fire wood (if no burn ban)</p> <p>Bulletin Board:</p> <ul style="list-style-type: none"> • Bulletin board • Camp roster • Troop duty roster • Scout schedules • Push pins 	<p>Paperwork:</p> <p>Troop advancement records</p> <p>Troop merit badge library</p> <p>Troop’s camping attendance</p> <p>Winter Camp Leaders Guide</p>
---	---	---

Winter Camping Tips

Participants are expected to come to camp prepared for variable weather. Although temperatures average between 40 to 60 degrees during winter camp, temperatures have been known to dip as low as 19 degrees and rise as high as 80 degrees.

Dressing for the cold. When dressing for cold weather, focus on a layering system including the three Ws: wicking, warmth and wind. Your base layer should be wicking (like an athletic shirt), an insulating layer should be warming (like fleece or wool) and an exterior layer should block the wind. Use clothing you have, focusing on the right combination of fabrics.

Wicking Layer or Base. Also commonly known as long underwear, the base layer is worn closest to your skin. Its main job is to wick away sweat and moisture so your skin stays dry. Wear it relatively tight to the skin and use only wool or synthetic base layers. Never use cotton because it will not keep you warm once it’s wet, whether from sweat or precipitation. These base layers come in various weights, from heavy for frigid conditions to lightweight for warmer temps and activities that cause a lot of sweating, such as strenuous hiking and cross-country skiing. It’s a good idea to have one extra pair of base layers to change into every night at camp.

Warmth Layer or Insulation. The insulation layer is worn atop the base layer and is designed to provide the majority of your insulation. It should be made of fleece, wool, down or synthetic insulation and can be a pullover, zip-up jacket or vest, depending on how much insulation you need.

Windproofing Layer or Shell. The outermost layer, the shell jacket and pants protect you from wind and wet conditions. There are two types of shells: the hard shell is a lightweight layer that’s windproof and waterproof, capable of handling heavy rain and very wet conditions; a soft shell is made of a more flexible, soft-faced material that’s windproof yet highly breathable, and water-resistant enough to protect you against everything except a heavy downpour.

Mittens. Mittens are warmer than gloves. If insulated mittens get wet, they stay that way. Wool mitts worn inside leather or nylon shells are removable for faster drying. Wool gloves are needed for dexterity when cooking.

Sleeping. Be sure to change into dry clothes for sleeping — moisture retained in field clothes will cause chilling. For overnight warmth, wear wool, polypropylene or polyester (never cotton!) long johns, socks and a balaclava to bed. Place a scarf across your neck to seal drafts.

Sleeping bags. Two sleeping bags — one placed inside the other — should provide enough warmth down to about zero degrees. If you don't have a closed-cell foam pad to use as a sleeping mat, try half-inch-thick foam carpet padding.

Ground cloth. In warmer months, a plastic ground cloth should be used inside your tent to stay dry. However, in winter, use the ground cloth beneath your tent to keep it from freezing to the ground.

Toes cold? Put on a hat. Your body loses up to half of its total heat in 40-degree temperatures through an uncovered head. So, when it's below freezing and your head is uncovered, you could be radiating more than three-fourths of your overall body heat from your head.

Baggy clothes are back in style at least in the freezing-cold wilderness. Your body heats itself most efficiently when it's enveloped in a layer of warm air. If your clothes are too tight, you're strangling the heat right out of your body. Dressing in loose layers helps aid this convection layer of air. Tight clothes or too-tight boots can also restrict blood-flow.

The three W's. Every cold-weather camper needs to dress for the occasion. You'll need a "wicking" layer (long underwear), a "warm" layer (fleece) and a "wind" layer (waterproof shell).

Stay hydrated. In winter, you may not be aware of how much you're sweating. A gulp of ice-cold water is hardly appetizing, but it is important to keep drinking. Hot drinks and soup are a great way to replenish liquids, electrolytes, and heat. Keep extra tea bags or hot chocolate on hand, as well as bouillon cubes, and hand out hot drinks liberally, especially at the end of the day when energy is low.



Camp Arrival and Check-in

Troops will not be allowed to enter Bovay Scout Ranch before 2 pm on December 26th.

There are two methods through which check-in by a troop may be accomplished: early check-in at the Cockrell Scout Center, or on-site check-in at Bovay Scout Ranch.

Check-In and Arrival

Troops are asked **not** to line up on the road entering camp before 2 pm, as an excessive number of vehicles and trailers causes a line of vehicles to overflow onto Highway 6. This presents a safety hazard.

Upon arriving in camp, troops need to park, and the Scoutmaster should proceed to the Safari Room. There will be a line for troops that have not participated in early check-In. Members of our staff will examine your paperwork and ensure that everything is complete.

Campsite Assignments

Campsite assignments will be posted in December.

In-Camp Troop Leaders' Meeting

At 8:00 pm on the first evening of camp, a mandatory meeting of all Scoutmasters and senior patrol leaders from each troop will be held in the dining hall.

Transportation

BSA National Vehicle Insurance Requirements

Each troop is responsible for safe transportation to and from camp and meeting the BSA National Insurance requirements, as laid out in the current version of the *Guide to Safe Scouting*.

Use of Vehicles / Trailers In Camp

Upon arrival at Bovay Scout Ranch, drivers of vehicles will be provided parking passes. Drivers are required to write their name and cell phone number on the parking pass itself and keep it visible on their dashboard at all times the vehicle is on Bovay Scout Ranch property. The name and phone number on the parking pass will allow our security staff to contact you in the event the vehicle needs to be moved, or if any other issues with the vehicle arise.

Vehicles without proper parking permits found on Bovay Scout Ranch property may be towed at owner's expense.

Under no circumstances should a vehicle or trailer enter the campsite itself at any time. Entry of vehicles into the campsite could leave unsightly ruts in the campsite and could possibly damage plumbing located close to the surface.

Parking areas are provided at designated locations for leaders who drive vehicles. Only camp vehicles are permitted beyond the parking lot or on camp service roads.

Immediately after the unloading of troop and Scout equipment on the first day of camp, please remove all vehicles to designated parking spaces. Vehicle Permits will be distributed at check-in, along with maps designating parking locations for various vehicles.

Vehicles should **not be moved from these parking areas during camp**, unless the driver is leaving camp or has specific permission to move the vehicle (e.g., staff members given permits to use vehicles to transport equipment each day). This is a necessary measure, due to the heavy use of roads by pedestrians, including hundreds of Scouts moving back and forth to merit badges and other activities.

Troop trailers are to be parked off of the service road in the available parking areas in front of each campsite.

The speed limit in camp is 20 mph on blacktop roads (unless otherwise posted) and 10 mph on gravel or dirt roads.

Drivers who continue to violate rules regarding the operation of vehicles in camp will be asked to leave camp immediately.

Adults Leaving and Returning

Scouters may leave camp and return as needed, but we do ask all Scouters to make efforts to keep trips in and out of camp to a minimum. Due to the large number of campers, excessive vehicular traffic presents a possible danger to pedestrians using the roads to move between merit badge classes or going to the dining hall. **Adults must check in and out with the winter camp office, so that we are aware of who is on property at all times.** In the event of an emergency, we must be able to account for all campers.



General In-Camp Information

Youth Protection

As a residential camp accredited by the Boy Scouts of America, we closely follow all youth protection policies set forth by the Boy Scouts of America. In addition, the State of Texas has enacted statutes and regulations concerning youth protection, which also apply to our camp. No exceptions to these policies may be made.

Two-Deep Leadership

It is the policy of the Boy Scouts of America that trips and outings may never be led by only one adult. At least two adult leaders, both of whom must be 21 years or older, are required for trips or outings. It is the responsibility of the chartered organization of any Boy Scout troop to inform the committee and leadership of the unit that sufficient adult leaders are provided on all trips and outings.

We recognize that winter camp presents many troops with unique challenges concerning this requirement. Adult leaders may rotate in and out as needed so long as there are two adult leaders from each troop on property at all times.

When such rotations occur, adults **must check in and out** of the winter camp office, so that our staff is made aware of the identity and contact information for all adult leaders for each troop in camp.

Texas Youth Camp Safety and Health Act

In order to protect the health and safety of youth attending residential camps in the State of Texas, the Texas legislature has enacted the [Texas Youth Camp Safety and Health Act](#). While many portions of this statute concern the facilities and staffing of a youth residential camp, portions of this law affect troops directly.

All adults coming to camp, whether working on staff or not, must complete the Adult in Camp Compliance form **no later than December 15th**. Completing this form allows council office staff to complete a criminal background check on each adult in camp (regardless of time spent in camp).

Youth Protection Training (YPT)



Every adult in camp must have taken YPT training online after 3/13/18 and have a copy of their YPT certificate (or a picture on their phone) at all times during camp.

A copy of your certificate must be provided to the council office on or before December 15st. Individuals who have not completed Youth Protection Training will not be allowed at camp

Health, Medical and Safety Issues

Health Lodge

The Health Lodge is located along the breezeway in the administrative building next to the dining hall. The Health Lodge is staffed by personnel trained to handle minor accidents and illnesses. The Health Lodge will be open continuously during camp. For minor injury or illness bring the Scout/adult to the Health Lodge for treatment. The Buddy System should be followed at all times. For a major injury (broken bones, unconsciousness), send a runner to the Health Lodge and medical staff will come to the Scout or adult. Please do not move a Scout or adult with a major injury!

Special arrangements for treatment of more serious cases have been made with physicians and hospitals in Navasota. If such treatment is required, the camper's parent(s) will be notified by telephone, and their desires concerning further treatment will be respected.

BSA Annual Health and Medical Record

All persons coming to winter camp, whether youth or adult, and regardless of the amount of time spent in camp, must have a completed BSA Annual Health and Medical Record consisting of Parts A, B and C. The form must be completed in its entirety and must contain all applicable signatures.

Based on incomplete forms we have seen in the past, the following are the most common errors or omissions made on the [BSA Annual Health and Medical Record](#) submitted to our staff in prior years:

- **Part A is not signed by the adult participant or by an adult or guardian (for youth).** In order to be able to treat youth in camp for more than immediate life-threatening conditions, our medical staff must have signed consent of a parent or guardian of a youth as contained in Part B. Also, adults who cannot otherwise consent due to incapacity must have signed this page in order for our medical staff to provide more than stabilization treatment.
- **Part B is missing tetanus immunization and the date.** Please complete the form rather than attaching an immunization record alone. The shot or booster must be within 10 years of the date of the event. Incorporating the information into the form speeds up the process of evaluating the form itself at check-in.
- **Part C of the form is not signed by a physician.** The physician's examination must have been completed after 12/1/2017. Updated dates on Part C's will not be accepted, even if signed by the physician. Therefore, ensure that the physician completing Part C dates the form when signing.
- **Using an outdated form.** To ensure you are using the correct form, use the form available at www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx.

Please carefully review all BSA Annual Health and Medical Records prior to check-in. Give yourself ample time, so that any errors or omissions may be corrected by the parents of the youth or the adult to whom the form belongs.

When bringing forms for check-in, please do not bring the form in a binder or plastic sheeting. Parts A, B and C should be stapled for one person. This will allow the staff to efficiently review and file the forms. There is no room in the office to store troop binders.

Do not provide original forms. While we will do our best to return forms to those requesting the return of the medical forms, it is best to provide copies. These forms are destroyed after camp.

Prescription and Over-the-Counter Medication

Scouts and adults who require medication should bring enough of the medication to last throughout camp. BSA National Camping Standards (HS-508) states the following rules apply to storage and administration of medication:

All prescription and over-the-counter (OTC) medications must be stored under lock (including those requiring refrigeration), except when in the controlled presence of medical staff or a troop's adult leader who is responsible for administration and/or dispensing medications. Locked refrigerated storage is available in the winter camp health lodge.

An exception to the above requirements may be made for a limited amount of medication to be carried by a camper, leader, parent, or staff member for life-threatening conditions, including epinephrine injector, heart medication, and inhalers, or for a limited amount of medication approved for use in a first-aid kit. The winter camp medical staff shall advise the acting Scoutmaster as to whether a medication falls under this exception.

Special Medical Needs

If you have one or more members of your troop who have special medical needs, such as refrigeration for medicine, please ensure that information is included in the online registration. CPAP machines must be battery powered, as power outlets close to campsites are scarce. We will do what we can to meet reasonable requests to accommodate special needs. Please make sure the requests are made through your troop's registration.

Trips to the Doctor or Hospital

In the event that a camper requires the attention of a doctor or the services of a hospital, the following procedure must be followed:

1. The responsibility of the unit leadership is to provide transportation for unit member(s) requiring services from a doctor or hospital.
2. One adult leader from the unit will accompany the unit member(s) requiring services from a doctor or hospital and is asked to carry insurance forms for completion. He must obtain the individual's health record from the health officer before going to the doctor or hospital.
3. Parent(s) or guardian(s) will be immediately notified by the winter camp health officer of any serious illness or injury. If parents will not be at home during the week of camp, have them advise you where they can be located.
4. The camp will provide transportation **ONLY** when a unit has none available.
5. Directions to doctor's offices and hospitals will be available at the health lodge.
6. All cases requiring outside medical care must be cleared by the camp health officer. This is an agreement with the local health services facilities, insurance company, and a claim procedure.
7. Check in with health officer upon return to camp and return health form.

Any clarification of the above procedures may be obtained by discussing them with the health officers on duty at the health lodge.

Council Insurance

The Sam Houston Area Council Accident and Sickness Insurance plan covers your registered Scouts and adult leaders while at camp. (Please register parents staying with your troop as a member of your troop committee). This coverage does not include SHAC LDS units (LDS troops should contact their church for insurance forms for camp) or units from out of council. Out-of-council units should bring a claim form from their council.

The plan is with Health Special Risk, Inc. and is excess coverage. The first \$300.00 or less of coverage will be paid by Health Special Risk, Inc. Charges above \$300.00 should be filed under the family's major medical insurance. Health Special Risk, Inc. will then pay all charges not recovered under any other insurance. Families without insurance will receive instructions from Health Special Risk, Inc., but in any event up to \$7,500 of coverage for sickness or injury is provided (Special coverage limits cover dental and transportation). The camp will file the initial claim at the time of treatment. All patients must be referred to the physician or hospital by camp health personnel.

Buddy System

All Scouts should adhere to the buddy system throughout camp. No Scout should ever be found wandering through camp alone. We recognize that this can be difficult if the Scout has not scheduled classes with fellow members of their troop. We encourage troops to attempt to pair Scouts in classes as much as possible. If this is not feasible, the Scout should walk with other Scouts in the class to the location of the merit badge class. Due to the number of Scouts and the short amount of time between classes, this should be a relatively simple exercise.

Youth Leaving and Returning

We highly encourage parents to allow youth to remain on camp property the entire time camp is in session. This reduces unnecessary traffic in and out of camp and allows youth to have the complete residential camp experience with their troop.

Youth will only be allowed to check out from camp prior to final checkout by an adult authorized on Part B of the Scout's [BSA Annual Health and Medical Record](#). Please ensure that parents in your troop have included all authorized adults on this form. Without this authorization on the form, only an adult from the Scout's troop registered for camp or the parent signing the form will be allowed to remove the child from camp prior to final checkout.

No one, including a Scout leader or parent, will be allowed to leave camp with a person under the age of 18 without having checked out at the winter camp office and receiving a ticket which will be taken by security just before you reach the exit of the camp.

During checkout the last day of camp, adult leaders will receive exit tickets for all youth in their troop from their camp commissioner once they have successfully checked out.

Younger Siblings in Camp

Winter Camp does not allow younger siblings that are not registered as a Boy Scout or Venturer in a troop or crew to participate in camp for liability reasons. NO EXCEPTIONS!

Personal Possessions

Camp is an outdoor experience. A Scout misses a full outdoor experience by electronic devices. Personal items such as radios, stereos, TV's, CD players, MP3 players, electronic games, phones, etc. should not be brought to camp. In all cases, personal valuables (watches, wallets, money) should not be in the open at camp. It is virtually impossible to provide security for these items. It is recommended that each unit bring a lockable storage container to secure valuables while an adult is not in the campsite. All items must be permanently marked with Scouts name and troop number. No adult or Scout should ever leave any electronic device unattended while charging anywhere at camp.

Lost and Found

If any lost items are found, they should be turned in at the winter camp commissioner's office as soon as is reasonably possible. Likewise, if anyone from your troop has lost an item while at winter camp, check with the winter camp commissioner's office to determine if it has been returned there.

Lost items will be kept in the winter camp commissioner's office through the end of winter camp. After winter camp, the camp director will dispose of the items left at camp (e.g., donated to a non-profit organization, returned to the council office, thrown in the trash). The council, nor its staff, shall not be held responsible for any lost items.

Do not bring valuables to camp. To assist in returning items to their rightful owner, please ensure that all items brought to camp have the owner's name and troop number marked on them.

Smoking Policy

Per BSA national policy, smoking by youth at any Scouting event shall not be tolerated. If a youth is caught smoking at winter camp, the youth's parents or guardians will be contacted by phone and shall be required to pick the youth up from Bovay Scout Ranch immediately.

Smoking by adults is not permitted in any tent, pavilion or building. Smoking is also not permitted in the dining hall at any time.

While we highly discourage smoking while in camp, adults who choose to do so must not smoke within sight of any youth. Moreover, in the event of a burn ban, smoking may be prohibited on Bovay Scout Ranch property entirely. Please check with the winter camp office to determine whether such a burn ban is in place.

Alcohol, Illegal Drugs or Stimulants

The consumption, possession or use of alcohol or illegal drugs or controlled substances while participating in the program at Bovay Scout Ranch is not permitted. We will enforce all local, state, and federal laws when a violation involving the above substances is reported. Violators will be asked to leave the camp immediately.

Rifles, Ammunition, Bows and Arrows

Personal firearms, ammunition, bows and arrows, and fireworks are not allowed in camp.

Fires, Liquid Fuels and Propane

Fires are to be built only in the designated areas and under proper supervision. Liquid fuels are not permitted. Propane is to be used only under adult supervision. Empty cylinders and cans must be given to the camp quartermaster for disposal. National policy prohibits the use of open flames in tents. This includes mosquito coils, catalytic heaters, gas lanterns, stoves, candles, and smoking material. ALL TENTS AND FLYS MUST BE MARKED "NO FLAMES IN TENTS"

Trading Post

The trading post will be located in the same building as the winter camp offices. Just look for the signs above the door!

The trading post will be stocked with an assortment of collectible items and camp essentials, including snacks and drinks.

Internet Access

Internet and WiFi are not available at camp. If you need internet access, it is recommended that you provide your own hot spot.

Meals

All menus have been reviewed by a certified dietician and are designed to provide active and healthy youth with the nutrition and calorie intake needed for low-temperature camping.

The first meal served will be dinner on December 26th, so troops should make plans to eat lunch before arriving at Bovay Scout Ranch that afternoon. A "grab and go" breakfast is served the morning of December 31st as troops prepare to check out and depart.

Each unit is expected to provide service for a minimum of one meal while at camp.

Breakfast and Dinner

Breakfast and dinner are served in shifts in the dining hall. Shift A eats breakfast and dinner prior to morning and evening assembly. Shift B eats breakfast and dinner after morning and evening assembly. During dinner, a salad bar and soup of the day will be offered. Campers are expected to wear their Boy Scout field uniform (Scout uniform) to dinner.

Lunch

Lunch is picked up from the dining hall and taken to the troop campsite. Troops should send only enough people to carry the food back to their campsite. During the lunch period, there is ample time for rest and relaxation, as there are no activities taking place. Scouts are encouraged to take this time to fellowship with members of their troop and other troops in their campsite, get some rest, and perhaps work on some of their merit badge requirements.

Special Dietary Needs

In the event anyone in your troop has special dietary needs, please ensure this information is included in the troop's online registration. All information for special diets **must** be provided before December 1, 2018. Tickets for special meals will be given to unit leaders at check-in. No additional special meal tickets will be available once camp has begun.

Advancement Program

Merit Badges

The highlight of any camp is the program offered at that camp. In addition to numerous merit badge classes offered at winter camp, we have an energetic program staff that is dedicated to planning great activities all week long.

Dozens of different merit badges will be offered, including approximately half of the Eagle Scout required merit badges.

Five class periods will be scheduled for Scouts to earn merit badges and/or work on skills toward the trail to First Class rank.

Some classes are recommended for older, more mature Scouts, such as Climbing and Shotgun Shooting. Some classes have extremely limited space due to facilities or equipment (e.g., Rifle Shooting, Shotgun Shooting, Archery). **Please do not sign up a Scout for a merit badge that they have already started with another counselor or that they have already earned.**

In many cases, the merit badges cannot be completed during camp (ex. Personal Management requires the Scout to develop and maintain a budget for three months). Scouts will receive "partial" credit for any merit badge showing the requirements they completed. Troops should plan their program to help their Scouts complete the merit badges after camp.

Please keep in mind that, on occasion, we may need to cancel merit badge classes based on low enrollment. Scouts should be flexible in their goals for earning merit badges while at winter camp. While it is rare that we must cancel a class, it has happened.

Once a merit badge class is full, Scouts will not be allowed to register for the class.

A list of prerequisites will be available online soon.

Merit Badge Add/Drop

The Scoutmaster or designee should advise Scouts before selecting merit badges. Class sizes are limited. Merit badges can be added or dropped online until December 14, 2018. After the merit badge registration system closes, changes can only be made at the winter camp office at Bovay Scout Ranch on December 26th before 5:00 pm. The following rules will apply:

- Only one form may be turned in per unit.
- The form must be signed by the acting Scoutmaster for the troop.
- The form must be filled out completely.
- Schedules will not be reprinted for troops making changes in camp.
- No changes will be accepted after 5:00 pm on December 26th.

Our merit badge instructors will be advised not to allow any Scouts to take their class unless they are listed on the roster.

Rank Emphasis

For Scouts working on requirements toward Tenderfoot, Second Class or First Class ranks, classes designed to teach Scouts the skills necessary to complete these requirements are available. The counselors will not sign off on the requirements, as that is left to the troop Scoutmaster and/or those the Scoutmaster has designated as adult leaders permitted to sign off on rank advancement

requirements. Instead, the classes are there to merely teach basic Scoutcraft skills needed to advance in these initial ranks.

Classes are scheduled in such a manner that Scouts working toward Tenderfoot, Second Class or First Class will also have an opportunity to take at least one or two merit badges.

During the Week

Beginning of day 3, you will be given a report for your Scouts that shows their daily attendance and progress on their merit badge completion. Any incorrect information should be discussed directly with their merit badge counselor.

We ask that you attempt to resolve any issues or discrepancies with your merit badge report before leaving camp. Counselors are available to help you throughout the week.



Week at a Glance

Time	26-Dec	27-Dec	28-Dec	29-Dec	30-Dec	31-Dec
6:30 am		Reveille				
6:45 am		Service troops report				
7:00 am		Shift A breakfast				Pick-up breakfast
7:45 am		Morning assembly - SM / SPL meeting Service troops report				Service Projects
8:00-10:15 am		Shift B breakfast				
9:15-10:15 am		Activity / Advancement Period 1				Troop check-out
10:40-11:40 am	Staff report	Activity / Advancement Period 2				
12:00-12:35 pm		Lunch pickup at dining hall				
12:40-1:15 pm		Lunch and rest				
1:30-2:30 pm		Activity / Advancement Period 3				
2:50 -3:50 pm	Troop check-in and set-up	Activity / Advancement Period 4				
4:10-5:10 pm		Activity / Advancement Period 5				
5:30 pm	Service troops report					
5:45 pm	Shift A dinner					
6:30 pm	Evening assembly and service troops report					
6:45 pm	Shift B dinner					
8:00 pm	SM / SPL meeting (dining hall)	Skit Night	Movie Night	Theme Night	Closing	
10:00 pm	Quiet time in campsites					
11:00 pm	TAPS					

Additional requirements for some merit badges may take place during the lunch period. Shooting sports competition may also take place during lunch. Announcements will take place at camp during the Scoutmaster and Senior Patrol Leader meeting.

Proposed WC 2018 Merit Badges	# of sessions offered	Eagle/ Nova	Requirements NOT Completed at Camp- if none listed this MB may be completed in camp
American Labor	1		2, 5c (TBD)
Archeology	2		4a,b; 7a or c
Archery	4	Nova	Depending on weather and skill
Architecture	1		1a
Art	1		6
Astronomy	2	Nova	8, Depending on weather
Automotive Maintenance/Traffic Safety	3	(A.M.)Nova	Auto Main: 12
Basketry/Textile	1		
Camping/Backpacking	1	(Camping)Eagle	Camping:2,7b,8d,9a/Backpack:8c,d,9c,10,11
Chemistry	2		
Chess/Game Design	2	Nova	Game Design: 1a,b
Citizenship in the Community	2	Eagle	3
Citizenship in the Nation	2	Eagle	2a,b or c, 2d, 3, 4
Citizenship in the World	2	Eagle	7
Climbing (2 hour class)	2		2; Depending on weather and skill
Communications/Public Speaking	3	Eagle	Communications: 5, 8
Crime Prevention/Fingerprinting	1		Crime: 4a,b
Disabilities Awareness	1		4a or b (choose only 1)
Electronics/Electricity	2	Nova	Electricity: 2,8,9a
Emergency Preparedness	3	Eagle	1 (can be earned in camp)
Energy	2	Nova	4
Engineering	2	Nova	2
Entrepreneurship	1	Nova	3
Environmental Science (2 hour class)	2	Eagle	3e 1 or 2
Exploration/Hiking	1	(Hiking)Eagle	Explor: 4, 5, 8/Hiking: 4, 5, 6
FCE - 1st Class Emphasis (2 hour class)	1		
FCE - 2nd Class Emphasis (2 hour class)	1		
FCE - Tenderfoot	1		
Fire Safety/Safety	1		
First Aid	4	Eagle	1, 2b
Fish & Wildlife Management	1	Nova	
Geocaching	2		
Golf	2		8
Indian Lore/Leatherwork	3		
Law	1		
Medicine	2		7a, 10
Mining In Society	1	Nova	5, 6
Moviemaking	1		
Music	2		3b, 4d
Orienteering (2 hour class)	1	Nova	
Personal Fitness	3	Eagle	1, 8
Personal Management	3	Eagle/Nova	2, 8
Photography	2		
Pioneering (2 hour class)	1		
Plumbing/Home Repairs	2		
Radio	3	Nova	
Rifle Shooting	4	Nova	Depending on weather and skill
Sculpture/Pottery	1		
Search & Rescue	1		
Shotgun Shooting	4	Nova	Depending on weather and skill
Signs, Signals, & Codes	1	Nova	
Space Exploration	3	Nova	2, Depending on weather
Veterinary Medicine	1		
Weather	2	Nova	
Wilderness Survival	3		5
Woodwork/Wood Carving (2 hour class)	1		Totin' Chip, 2, bring own pocket knife

Activities

Everyday there will be a separate meeting for your unit's Scoutmaster and Senior Patrol Leader (Check your camp schedule). These meetings are important to get updates to the daily schedule and to discuss any opportunities for improvement to the camp or our program.

Scouts Own Service

A Scout is Reverent. The location and time of the Scouts Own Service will be announced at camp. We will celebrate the blessings given to us by God through a selection of songs, discussion, and a little bit of fun.

Shooting Sports Competition

A shooting sports competition is tentatively scheduled for day 3 or 4 of camp. Information will be provided at camp as to the rules for participation. Awards for winning units will be presented at the closing campfire.

Showtime at the Colosseum (Skit Night)

Skit Night is on December 27th and isn't just about being entertained by our program staff and your fellow Scouts – it's also a competition to show which troop has the best skit! (additional points if it relates to the camp's theme)

Moreover, our program staff will be carefully evaluating your skits to determine which are best. Awards for first, second and third place skits will be awarded at the closing. Snacks will be provided, so you will have something to munch on while enjoying the skits.

Caesar's Cinema (Movie Night)

On the evening of December 28th, make your way to the dining hall for some entertainment, and watch a movie on the big screen! Snacks will be provided.

Circus Maximus (Theme Night)

On the evening of December 29th, everyone will gather in the activity field for a theme night party. This is always the most popular event at winter camp, as it involves a number of competitions and activities. Just follow the music from our very powerful sound system to the festivities!

Our theme this year is **Ancient Rome** – think of a variety of historical personalities and situations, to inspire creative costumes and reenactments.

Competition awards for first, second and third place will be announced at closing campfire:

- **Costume Competition** – Scouts wishing to participate should come prepared with a Scouting, and weather, appropriate costume based on the theme for this year. We'll allow your imagination to determine how best to fit your costume to this year's theme. Please be aware that this is an individual competition. While troops are welcome to coordinate their costumes, such coordination shall not be taken into account in judging the costumes for prizes. Please no weapons.
- **Patrol/Troop Standard Competition** – Come prepared to design a troop or patrol standard (flag) (this is left to the discretion of the troop's Senior Patrol Leader, based on the number of Scouts from your troop attending winter camp) based on this year's theme.

- **Patrol/Troop Design Competition** – Each year we ask troops or patrols (again, up to SPL, depending on number of Scouts from your troop in attendance) to build an object at camp based on the theme.
- **Scoutmaster Cookoff** – This is a competition for the adult leaders in camp. The acting Scoutmaster, with the assistance of any willing adults from their troop, may choose to test their outdoor culinary skills to produce the best dish. Dishes will be judged starting at 8:30 pm sharp at the dining hall, so come prepared to serve your dish to our panel of judges at that time. The identity of the judges will be kept secret until the judging begins. Dishes will be judged based on the following criteria: taste, aroma, appearance, creativity, and relation to theme.

Nero's Fire (Closing Campfire)

What better way to cap off a week of winter camp than to come together around a campfire for an evening of songs, skits, awards and presentations.





Troop Recognition

In addition to the awards that a troop may earn at theme night or the individual advancement that Scout may earn at camp, there are various opportunities for a troop or individual to earn additional recognition at winter camp.

Iceberg Award

An annual tradition, the Iceberg Award can be earned by troops at winter camp by participating in all of the activities in camp; service projects, acting as the color guard or leading the camp in prayer at camp assemblies, and performing duties as assigned by their camp commissioner, theme activities, skit night, etc. A troop receiving the Iceberg Award has exemplified Scout Spirit and contributed to making winter camp a better place for everyone.

Additional information about earning the Iceberg Award can be obtained by contacting your camp commissioner.

Patch Segments

Scouts can earn various segment patches to go around the event patch.

- Iceberg – all members of a troop earning the Iceberg Award will receive this segment
- Service – all members of a troop earning the Service Award will receive this segment
- Theme – any Scout actively participating in theme night will earn this segment based on this year's theme

Winter Camper Award

Although not part of the winter camp program, it is possible to earn the Sam Houston Area Council Winter Camper Patch while at winter camp (if the weather cooperates!) Registered Scouts and leaders qualify when they have met the following criteria of:

- Camping three days and two nights at a Scouting activity with temperatures of 42.5 degrees Fahrenheit or less.

Official temperatures will be provided in the unit checkout packet to let you know if the members of your troop qualify for the Winter Camper Patch. Troops may purchase patches for \$3 each from the Cockrell Scout Center front desk (not the Scout Shop).

Order of the Arrow



The Order of the Arrow is the national honor society of the Boy Scouts of America. For over 100 years, the Order of the Arrow (OA) has recognized Scouts and Scouters who best exemplify the Scout Oath and Law in their daily lives. This recognition provides encouragement for others to live these ideals as well. Arrowmen are known for maintaining camping traditions and spirit, promoting year-round and long-term resident camping, developing leaders, and providing cheerful service to others. OA service, activities, adventures, and training for youth and adults are models of quality leadership development and programming that enrich, support and help to extend Scouting to America's youth.

At winter camp, Arrowmen who are members of [Colonneh Lodge](#), and who have served their troops for at least 10 months since their Ordeal ceremony, will have the opportunity to seal their membership in the Order of the Arrow by completing a [Brotherhood ceremony](#). The Brotherhood ceremony will take place on the evening of December 28th. Announcements will be made in camp concerning the time and location of the Brotherhood walk and talk, as well as the time for the Brotherhood ceremony that evening.

Any interested Arrowmen should sign up for the Brotherhood ceremony at the winter camp office. Arrowmen seeking Brotherhood membership should also ensure that their [dues](#) are current with Colonneh Lodge, as that is a requirement of achieving Brotherhood membership.

As a celebration of the importance of Order of the Arrow to our Scout camps, and to celebrate those Arrowmen who are furthering their commitment to their troops through sealing their Brotherhood membership in the Order of the Arrow, all Arrowmen are encouraged to wear their OA sash with their uniform to evening assembly and at dinner on December 28th. Any Arrowmen who are Brotherhood or Vigil members are also welcome and encouraged to attend the Brotherhood ceremony that evening to welcome those Arrowmen who seek to strengthen the ties of brotherhood by sealing their membership.

Check-out

Because of the large number of troops and the compressed time frame in which check out occurs, please read this section carefully to ensure a smooth checkout process. Your cooperation will ensure that we are able to help you get on the road back home as quickly as possible.

Checkout on Evening of December 30th

A number of troops traditionally choose to leave Bovay Scout Ranch on the evening of December 30th. While we encourage all troops to remain for the entire event, we understand that some troops wish to leave the evening before winter camp ends.

As soon as your troop has determined that it wishes to check out early, please notify the camp commissioner's office immediately. This will assist the camp commissioners in coordinating timely checkouts that evening.

- The first step for a troop packing up to leave on December 30th is to have their camp completely broken down, packed in the troop trailer or otherwise moved to the front of the campsite.
- The troop should also carefully police their campsite to ensure that it is left in better condition than it was found. If any tables or other items were moved by the troop, they should be returned to their original location.
- The troop should send someone, with a buddy, to the camp commissioner's office to notify them that they are ready for a camp inspection. Also, ensure you pick up your checkout packet at the winter camp office at this point, if you have not yet done so. *Please be patient awaiting inspection of your campsite, as our camp commissioners are in high demand by troops attempting to check out of camp at this point.*
- Once a camp commissioner has inspected the campsite and determined that it is in good condition, he or she will provide you with passes which will allow you to take your vehicles out of their parking areas and drive them carefully to the front of your campsite. You will also be provided tickets for each youth in your troop which will authorize you to remove the youth from camp. You will also need the pass and tickets to exit the camp that evening. Do not attempt to drive your vehicle to your campsite prior to receiving the pass and tickets from the camp commissioner.
- Please be mindful of the fact that camp vehicles and other troops attempting to pack are trying to get past you on the road. Ensure your vehicle is pulled as far off the road as is possible, without pulling into your campsite.
- Again, please do not drive into the campsite or move your trailer into the campsite – you must remain on the paved road or in a parking space.
- Once the vehicles are loaded, the troop must return the vehicles to a valid parking area or immediately leave camp.
- Only retrieve medical forms from the Health Lodge once you are ready to depart camp. If you remain in camp, we will not have medical forms for you or your Scouts.

Under no circumstances will a troop be allowed to check out on December 30th unless they have been cleared by a camp commissioner to load their vehicles by 5:00 pm on December 30th. All vehicles must either be back in the parking lots of out of camp by 5:30 pm, in order to ensure that roads are cleared before pedestrian traffic picks up at dinner time.

Troops who have packed and returned their vehicles to a designated parking area may remain in camp through the conclusion of the closing campfire. The troop, at that time, should pick up their health forms from the medical lodge then immediately and safely leave camp.

Check-out on December 31th

Since most pedestrian traffic will have greatly diminished by the last day of camp, check-out procedures are simplified from the early check-out procedure.

- Breakdown camp, pack the troop trailer, and move items to be loaded in vehicles to the front of the campsite.
- The troop should carefully police their campsite to ensure that it is left in better condition than it was found. If any tables or other items were moved by the troop, they should be returned to their original location.
- The troop should send someone, with a buddy, to the camp commissioner's office to notify them that they are ready for a camp inspection. Also, ensure you pick up your checkout packet at the winter camp office at this point, if you have not yet done so. *Please be patient awaiting inspection of your campsite, as our camp commissioners are in high demand by troops attempting to check out of camp at this point.*
- Once a camp commissioner has inspected the campsite and determined that it is in good condition, he or she will provide you a pass allowing your troop to exit camp, as well as tickets for the youth in your troop to allow you to remove them from camp property. You may now retrieve your vehicles and load remaining items.
- Please be mindful of the fact that camp vehicles and other troops attempting to pack are trying to get past you on the road. Ensure your vehicle is pulled as far off the road as is possible, without pulling into your campsite.
- Again, please **do not drive into the campsite** or move your trailer into the campsite – you must remain on the paved road or in a parking space.
- If you so choose, you may now pick up medical forms for your troop from the health lodge. Any forms left behind will be destroyed.
- Once medical forms have been collected, please depart camp immediately. Drive safe!

Contacts

Parents of campers should contact their troop leaders with questions about winter camp. Many of the adult leaders attending winter camp are quite experienced and can answer questions.

Additional Contacts

Alyssa Hightower
Winter Camp Registration
wintercampregistrar@gmail.com

Russell Carman
Winter Camp Director
phi112@yahoo.com

Wayne McLeland
Adult in Camp Compliance
(713) 756-3309
wayne.mcleland@scouting.org

Nathan Doherty
Winter Camp Professional Staff Advisor
(713) 756-3308
nathan.doherty@scouting.org