

CUB SCOUT FAMILY CAMP

2012 NATIONAL STANDARDS FOR COUNCIL-ORGANIZED FAMILY CAMPS



This publication includes procedures, standards, and explanatory information. The National Standards Accreditation Score Sheet for Council-Organized Family Camps, No. 430-409, is for use in reporting to the council. Attach all accreditation team recommendations and items needing follow-up to this report for council use. **Council-organized family camping includes events involving more than one pack. The local council provides all of the elements for the outdoor experience, such as staffing, food service, housing, and program.** These are often referred to as *Parent/Pal, Mom and Me*, or *Adventure Weekends*.

PURPOSE

The standards are established to do the following:

1. Ensure the health, safety, and well-being of every camper, leader, visitor, and staff member participating in family camping.
2. Help the council take pride in the high quality of its family camp(s), including the program, staff, facilities, and equipment.

The local council is responsible, regardless of the location of the family camp, for assuring that the facilities meet these standards.

As a result of these standards, the council should be able to do the following:

- Objectively review its family camping operation.
- Discuss the year-round outdoor program opportunities.
- Issue a written report for camping committee action, complete with recommendations.

RESPONSIBILITY

The Scout executive is responsible for maintaining national standards with help from the camping committee, health and safety committee, and other appropriate council committees. The council camping committee and the family camping administrator are responsible for ensuring that all standards are or will be in effect when family camping is in operation. In some cases, the camping administrator must administer the operating part of the standards. This same principle of assigned responsibility applies to the balance of the standards.

PROCEDURE

Part I—The camp preview must be completed annually. **Use the Precamp Accreditation column on pages 3–8.** The review team consists of the council camping chair, health and safety chair, family camping administrator, and Scout executive or designee, plus other committee and staff members as needed. The visitation team should review the precamp accreditation standards at the time of the family camping visitation.

Part II—While council-organized family camping is in operation, the accreditation team appraises the camp by doing the following:

1. Touring the camp facilities, using this publication as a guide.
2. Observing the use of equipment, methods of instruction, and use of personal ideals and any obvious indications of Scouting ideals in action. Talk with parents and boys during the tour. Discuss the program with the program director and other staff members.

Part III—After the family camping visitation:

1. Complete the four-part score sheet, distribute copies as noted, and prepare a review of the camp, including recommendations and comments.
2. Schedule and confirm a time to report to the council executive board. (The appropriate council officers or Scout executive should make the report.)
3. The Scout executive sends the canary and pink copies of the score sheet, No. 430-409, to Outdoor Programs, S250.

SCORING FAMILY CAMPING OPERATIONS

Use the score sheet to record the results of the review, and forward it to the local council service center.

Site Standards:

- Accreditation of site only: All standards marked with an asterisk (*) apply to facilities that host family camps more than once a year. Site standards are evaluated one time for subsequent camps.

Council-Organized Family Camping and Program Standards:

- Accreditation of site and program.
- All standards apply to council-organized family camping accreditation and must be scored for each camp.

If any standard marked with an “M” (Mandatory) is not met, the camp or facility must be rated as conditionally accredited.

Unless otherwise indicated, the word “adult” as used in the standards means the minimum legal age specified by the state in which the camp is located.



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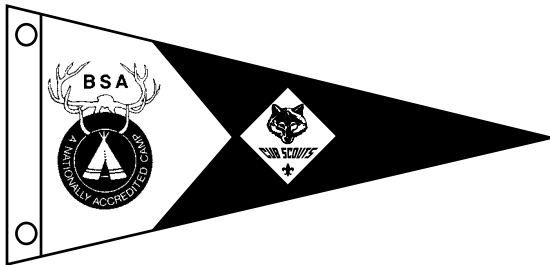
RATINGS AND RECOGNITIONS

(Count a nonapplicable item or an excused item as a “yes” when computing percentages.)

Nationally accredited recreational family camps (site only) can be awarded if all mandatory site standards are marked as “yes.”

Nationally accredited council-organized camps (program and site accredited) can be awarded if all mandatory standards are marked as “yes” and the total score is 60 or more. The only exceptions are nonapplicable or legitimately excused items.

Nationally accredited family camps may display the Nationally Accredited Camp flag, No. 11013 (available to councils from the Supply Group).



Nationally Accredited Camp flag, No. 11013

CLOSING A FAMILY CAMPING OR PROGRAM FACILITY

When a violation presents an immediate hazard to safety and health, the accreditation team has the authority and responsibility to order immediate shutdown of the portion of the camp that is in violation.

DEFINITION OF COUNCIL-ORGANIZED FAMILY CAMPING

Council-organized family camping events are overnight experiences involving more than one pack. These are often referred to as Parent/Pal, Mom and Me, or Adventure Weekends. Council-organized family camps should be conducted by trained leaders at sites approved by the local council. In most cases, the youth participant will be under the supervision of a parent or guardian. In all cases, each youth participant is responsible to a specific adult.

The council must approve overnight activities involving more than one pack. Council-organized family camps must be conducted in accordance with established standards as given in National Standards for Council-Organized Family Camps, No. 430-408 (this publication).

RESOURCES

No. 20-920B *Camp Program and Property Management*

No. 430-409 National Standards Accreditation Score Sheet for Council-Organized Family Camps

Pack Overnighter Site Approval Form (online only at <http://info.netbsa.org>, under Boy Scout, Camping/Conservation)

SUMMARY OF CHANGES FOR 2012

Standard M1 notes that a precamp accreditation visit must be completed 30 to 60 days before the start of camp.

Standard M41 revised the list of approved health officers.

Standard M59 was updated to include archery safety from the *Boy Scouts of America National Shooting Sports Manual*.

Standard M60 was updated to include BB-gun safety from the *Boy Scouts of America National Shooting Sports Manual*.

2012 NATIONAL STANDARDS FOR COUNCIL-ORGANIZED FAMILY CAMPS

Site: _____ Council-Organized Event: _____ Date: _____

Precamp Accreditation (Check if action needs to be taken.)	Operational Accreditation YES NO NA	Precamp Accreditation (Check if action needs to be taken.)	Operational Accreditation YES NO NA
ADMINISTRATION			
_____ *M1 A precamp accreditation visit is completed 30 to 60 days prior to the start of camp. Date: _____.	_____	_____	_____
_____ *M2 If the family camp is not conducted on council-owned or -managed property, a current-year written agreement specifying the conditions of use has been secured from the landowner.	_____	_____	_____
_____ *M3 All necessary and required permits, certificates, licenses, and agreements to lawfully operate a camp at this location are current and displayed or on file at the site.	_____	_____	_____
_____ *M4 Current-year letters of agreement with local authorities to provide emergency care or services to the camp are kept on-site. These include hospital, fire, ambulance, and law enforcement authorities.	_____	_____	_____
_____ *M5 Accident and sickness insurance is in effect for all campers and staff.	_____	_____	_____
_____ *M6 A current-season written agreement with a nearby hospital is on file, regarding procedures for admitting campers and procedures for handling financial arrangements for treating campers, if necessary.	_____	_____	_____
_____ *M7A Written plans (updated annually and specific to the site) for handling emergencies such as floods, tornadoes, storms, lightning, fires, accidents, lost children, sickness, and fatalities are on hand and have been shared and practiced with staff and leaders.	_____	_____	_____
_____ *M7B Current drawings are available on-site showing all electric, gas, water, and sewer systems and lines, with locations of shutoff switches or valves to interrupt service, should the need arise. Latest update: _____	_____	_____	_____
_____ M8 A current (within 12 months) health history (Parts A and B of form 680-001) for each camper, leader, and staff member is on file in camp during the camping period.	_____	_____	_____
_____ *M9 A daily record of all first aid and medical treatments (written in ink) is kept in the First Aid Log, No. 33681. Alternatively, smaller camps may use the First Aid Log for a council/district activity or event available at www.scouting.org/filestore/pdf/680-172WB_duplex.pdf . Staff records are	_____	_____	_____
		kept in a logbook separate from campers'. At the close of camp, first-aid logs are returned to the local council service center and retained for 18 years. The day camp director shall review and initial the logbook throughout the camping period to determine whether action is required to prevent recurrences.	
		All injuries, illnesses, and incidents requiring the intervention of a medical provider beyond basic Scout-rendered first aid shall be reported using MyBSA—Resources—Incident reporting. Fatalities or other catastrophic incidents including multiple serious injuries or illness should be immediately reported following guidance in the crisis communication plan and reporting folder.	
		_____ *M10 Appropriate emergency transportation is available at all times.	_____
		_____ *M11 A fully equipped first-aid kit is available at all times from the Scouting family camping director, the camping director, or the medical officer or is located in the health lodge.	_____
		_____ *M12A Written procedures are available for check-in and check-out, fee handling, and emergencies.	_____
		_____ *M12B There are written procedures on releasing campers who are minors from camp.	_____
		_____ *M13 Camp rules and regulations are written and posted in plain sight or communicated to all participants in a timely fashion.	_____
		_____ *M14 All motor vehicles used by the camp, including private cars, vans, and buses used for transportation of passengers, are kept in safe mechanical order (registered and inspected) and are operated in a safe and legal manner. Under no circumstances are youth to be carried in the bed of or towed behind a pickup. The beds of trucks or trailers must never be used for carrying youth. Hayrides may be provided following the restrictions outlined in the <i>Guide to Safe Scouting</i> . A seat belt is available for each person in each motor vehicle (except commercial buses). All watercraft meet U.S. Coast Guard and local standards.	_____

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Precamp Accreditation (Check if action needs to be taken.)	Operational Accreditation			Precamp Accreditation (Check if action needs to be taken.)	Operational Accreditation		
	YES	NO	NA		YES	NO	NA
___ *M15 Vehicles belonging to staff, leaders, and visitors are parked in a designated camp parking area. Roads in the camp are restricted to service vehicles and only on a limited basis.	___	___	___	___ *M25 Program facilities are built in accordance with state, local, and BSA guidelines.	___	___	___
___ *M16 Current emergency telephone numbers for the fire department; police and rescue squad; hospital; camp physician; and Scout executive's home, mobile, and office are posted. Alternative personnel are designated for the camp physician and the Scout executive with home, mobile, and office phone numbers listed. A backup or alternative communication system is available at all times.	___	___	___	___ *M26 Campgrounds are clean, neat, and free of hazards. When possible, toilet, washing/shower, and program facilities are accessible to participants with disabilities.	___	___	___
___ *M17 Disposal of garbage, refuse, and sewage meets the demand of the maximum number of campers in attendance. All state and local regulations are met and comply with criteria defined in <i>Camp Health and Safety</i> , No. 19-308. The garbage storage facility is clean, and pest control is adequate. For family cooking in a campsite, the same criteria apply. Daily pickup of raw garbage from the campsite is desirable.	___	___	___	___ *M27 Any individual site "hook-ups" provided for electricity, water, or sewer meet all appropriate local and state health codes.	___	___	___
___ *18 Janitorial responsibilities are assigned to a specific person or people, and maintenance standards are established for the site.	___	___	___	___ *M28 Drinking water is from an approved municipal source or is tested regularly during the season for bacteriological quality and meets state and health department standards.	___	___	___
___ 19 A well-stocked trading post is operated for the convenience of campers. Suggested items for sale include camp souvenirs, handicraft goods, Scouting literature, clothing, personal items, accessories, beverages, and snack foods. A Keep It Cold temperature chart, No. 34230, is posted and filled in daily at each refrigerator and freezer. Refrigerators are maintained at or below 40°F (4°C); freezers at or below 0°F (-18°C).	___	___	___	___ *M29 Drinking water is provided at central locations via sanitary fountains or portable water coolers. Personal (individual use only) water bottles or disposable cups (no shared cups) may be used.	___	___	___
___ *M20 A complete equipment inventory and an effective system of issuance and control exist for all program areas.	___	___	___	___ *M30 All campers, leaders, and staff members have regular access to clean and comfortably warm showers throughout the camping period. The number of shower heads meets local and state codes. A method is established to provide privacy for both male and female shower use in camp. In accordance with Youth Protection policies, leaders and Scouts are not to shower at the same time. This also applies to youth and adult camp staff members (18 years of age or older).	___	___	___
___ *M21 A secure and orderly method exists for handling all family records.	___	___	___	___ *M31 Each family site is within 300 feet of, but no closer than 100 feet to, a toilet facility.	___	___	___
___ *M22 A camp operating budget with an effective cost-control and budget-control system is in effect and shared with key staff members.	___	___	___	___ *M32 A vermin-proof trash receptacle is near every camping site, with a minimum of one receptacle for every two sites.	___	___	___
FACILITIES				___ *33 Intentionally left blank. Standard was merged with M15.	___	___	___
				___ *M34 Approved swimming pool and waterfront facilities are neat, clean, and operated in compliance with the Boy Scouts of America, the U.S. Coast Guard, and local or state regulations. Proper BSA and state standards in instruction, supervision, and training are carried out in the aquatics program, including use of boats and canoes; and all aquatic facilities and equipment comply with all BSA, state, and U.S. Coast Guard regulations. Required pool care is undertaken, and records are properly maintained. Buddy boards are used for swimming and boating. Sufficient lookout people are on duty whenever an aquatics program is in process. Life	___	___	___
___ *M23 The camp provides adequate shelter and/or protection in the case of inclement weather.	___	___	___				
___ *M24 All buildings meet building codes.	___	___	___				

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jackets are worn by all people engaged in activity on the open water (rowing, canoeing, etc.) and used according to federal, state, and BSA regulations.

___ 35 An open area suitable for group games and other recreational activities is provided. ___ ___ ___

STAFF, TRAINING, AND ORIENTATION

___ *M36 Every staff member, volunteer, and paid position has completed an employment application and received a written position description and letter of agreement. ___ ___ ___

___ *M37 The family camping administrator is at least 21 years of age and possesses a valid certificate of training from National Camping School in camp management. ___ ___ ___
Check training card:

Name

Age

Date card expires

___ *M38 The on-site family camping director may be the family camping administrator or an adult who is at least 21 years of age and is trained annually by the council family camping administrator in family camping management. ___ ___ ___

Date of training

___ *M39 If wagonmasters are part of the staff at the family camp, they must be at least 21 years of age and trained annually by the family camping administrator in family camping management. ___ ___ ___

Date of training

Wagonmasters are registered adult BSA volunteers who are 21 years of age or older. Wagonmasters serve Cub Scout packs in the same fashion as campmasters serve Boy Scout troops. They usually are on duty on weekends to support family camping programs. Also, wagonmasters may be the directors or key leaders of a council family camping program. They are trained by the family camping administrator. Wagonmaster training is conducted using the *Council Family Camping Staff Training Guide*, No. 13-468.

___ M40A If swimming and/or boating activities are conducted on council-owned or operated properties using BSA personnel, the aquatics program must be directly supervised by a camp aquatics director aged 21 or older who has a current National Camping School certificate of training in either Aquatics Instructor BSA or Aquatics Supervisor. The aquatics director is also currently trained in American Red Cross First Aid and CPR/AED for the Professional Rescuer or equivalents. ___ ___ ___

Age

Training:

- ☐ Aquatics Instructor BSA
- ☐ Aquatics Supervisor

Certificate of training expires

First-aid training expires

CPR/AED training expires

For swimming activities, there must be a sufficient number of aquatics staff members with current lifeguard training from the BSA, American Red Cross, YMCA, or other recognized agencies to satisfy state regulations for guard-to-patron ratios. Sufficient additional staff members are available to satisfy BSA Safe Swim Defense guidelines for lookouts and response personnel. In accordance with Department of Labor regulations, 15-year-old paid staff members with lifeguard training certificates may only work as lifeguards for swimming activities in a swimming pool. Lifeguards for swimming activities in a natural body of water must be at least 16 and have an appropriate lifeguard training certificate.

For boating activities, the camp aquatics director is assisted by additional personnel to satisfy supervision and training guidelines consistent with BSA Safety Afloat guidelines for Cub Scouts. Sufficient time is allowed during staff training for the aquatics director to review aquatics programs and safety with all appropriate staff, including special situations identified during medical screening and aquatic-specific emergency action plans.

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<p>___ M40B If a swimming program is conducted at a licensed swimming facility, supervision may be provided by facility employees whose training is regulated by state authorities. In lieu of the supervision required in standard M40A, M40B applies to established pools, spray parks, water parks, and lakefront swimming areas either shared with the public or rented for exclusive use by the council. Camps that conduct both swimming and boating programs must have an aquatics director with the training specified in M40A.</p> <p>The following items must be coordinated in advance between facility management providing supervision and day camp management. Camp management is represented by either a camp aquatics director trained as per standard M38 or the camp administrator and camp director or program director. Assistance from the council aquatics committee may be appropriate. In areas from which the public is excluded, Safe Swim Defense policies should be implemented as they would be at a council-staffed facility. At areas shared with the public, some points of Safe Swim Defense may need accommodation. Note that swim tests are not needed if everyone is limited to shallow water activities.</p> <p>Review application of Safe Swim Defense, including the following:</p> <ol style="list-style-type: none"> 1. Special precautions indicated by medical screening 2. Screening process for swimming ability 3. Designation of depths appropriate for swimmer classifications 4. Check-in and check-out procedures 5. Buddy responsibilities 6. Role of day camp staff in maintaining discipline 7. Role of day camp staff during emergencies 		<p>Check one:</p> <p><input type="checkbox"/> Licensed physician</p> <p><input type="checkbox"/> Licensed nurse practitioner</p> <p><input type="checkbox"/> Nurse (RN, LPN, or LVN)</p> <p><input type="checkbox"/> Licensed physician's assistant</p> <p><input type="checkbox"/> Paramedic</p> <p><input type="checkbox"/> Emergency Medical Technician (EMT)</p> <p><input type="checkbox"/> First responder/EMR</p> <p><input type="checkbox"/> The minimum requirement is current certification in the American Red Cross Standard First Aid program, which includes CPR or the National Safety Council First Aid program and CPR Level 1.</p> <p>There is an established location for contacting the on-site health officer.</p> <p>One staff member for every 40 campers must be coached in first-aid practices for conditions most likely to occur in camp and be trained in CPR by any recognized community agency.</p> <p>When the camp health officer is out of camp, another adult with first-aid training is available or nearby emergency coverage is provided.</p>	
<p>___ M41 The on-site camp health officer is a responsible adult holding current certification or a valid license as required for the position.</p> <p>The on-site camp health officer must also have current certification in CPR by a recognized community agency.</p>		<p>___ 42 If the camp has a "tot lot," adult supervision and guidance are provided, and minimum state requirements are met. Two-deep leadership is provided by a tot lot supervisor at least 21 years of age and an assistant tot lot supervisor at least 18 years of age. Both are qualified to oversee dependent youth, and both have taken Youth Protection training (Camp Leadership—Youth Protection Begins With You, No. 623-127); Seasonal Camp Staff Youth Protection and Personal Safety Training, No. 20-138 (available online at http://info.netbsa.org under Boy Scout, Training); and the National Camping School Camp Security and Stress Management sessions, which may be conducted locally. Provisions are made for preschool-age children of adult leaders to be covered by sickness/accident insurance.</p>	
<p>___ M43A All key staff members are registered members of the BSA.</p> <p>Key staff members include camp administrator, camp director, program director, business and physical arrangements manager, health officer, craft director, National Camp School-trained aquatics supervisor, range officer, and</p>			

CPR certifying agency

Expiration date

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also other staff members on-site who have been part of the day camp planning process or have participated in staff training.		<input type="checkbox"/> M52 The buddy system is used in all swimming and boating areas. In public pools under public supervision, family campers are still checked in and out, using the buddy system.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M43B Volunteers not listed in M43A who provide on-site leadership must undergo an orientation, receive a written summary of their duties and responsibilities prior to serving, and be supervised by a key staff member.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> *M53 Swimming is limited to waters or swimming pools that meet state health standards.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M44 A minimum of one day of training has been given to staff on _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M54 The waterfront has only one entrance and exit and at least one properly located lookout station staffed during the aquatics program.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Date _____		55 Intentionally left blank	
Presentations include the required Camp Leadership—Youth Protection Begins With You, No. 623-127; Seasonal Camp Staff Youth Protection and Personal Safety Training, No. 20-138 (available online at http://info.netbsa.org , under Boy Scout, Training); and the National Camping School Camp Security and Stress Management sessions. A roster of participants and of those completing Youth Protection training is forwarded to the local council at the completion of training.		<input type="checkbox"/> 56 Sports receive adequate emphasis in the program. Basic principle: Each participant, regardless of his or her ability, gets to learn the rules and play.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> 45 The daily schedule for the family camp, including inclement weather alternatives, is prominently posted.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> 57 The daily program allows ample time for rest and lunch breaks, especially including a half-hour quiet program after lunch.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> 46 A range of age-appropriate program opportunities is provided for families.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> 58 The daily program begins and ends with a meaningful Scouting and/or patriotic ceremony.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
PROGRAM		<input type="checkbox"/> M59 Archery is conducted safely, satisfying the following standards:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Council-organized family camping standards only; not to be scored for site-only accreditation.		a. Archery areas are properly designated and posted (See <i>Camp Program and Property Management</i> , No. 20-920B; and <i>Boy Scouts of America National Shooting Sports Manual</i> , No. 30931.)	
Note: Age-appropriate programming: Age/BSA participation guidelines and standards for .22-caliber rifles, pellet guns, Project COPE, boating, canoeing, waterskiing, tubing, climbing/rappelling, and high-adventure programming must be followed.		b. Equipment is safely stored and locked up when not in use.	
<input type="checkbox"/> 47 The family camp program incorporates Cub Scouting's 12 Core Values.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	c. Qualified supervision by a range master 18 years or older is provided, and minimum state requirements are satisfied. A National Camping School-trained shooting sports director or USA Archery instructor must train the archery range master, using the training outlined in the <i>Boy Scouts of America National Shooting Sports Manual</i> , No. 30931, and issue training certificate No. 33767.	
<input type="checkbox"/> M48 Program activities provided by the camp are staffed and run in accordance with BSA guidelines.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____ Name _____	
<input type="checkbox"/> 49 The family camping program has special theme features.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	_____ Age _____	
List theme: _____		_____ Training certificate expires _____	
<input type="checkbox"/> 50 Parents and family members complete an evaluation.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M60 The BB-gun program is conducted safely, satisfying the following standards:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M51 Proper BSA standards and safety training are carried out in the aquatics program, including the use of boats. Aquatics facilities and equipment comply with all BSA, state, and U.S. Coast Guard regulations and standards.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	a. The BB-gun range is properly designated and posted (See <i>Camp Program and Property Management</i> , No. 20-920B; <i>Resident Camping for Cub Scouts</i> , No. 13-33814; and the <i>Boy Scouts of America National Shooting Sports Manual</i> , No. 30931.)	

YES NO NA

8