

## About This Book

This Leader's Guidebook is designed to assist your Troop in preparation to attend Camp Tapico. The 2007 Leader's Guide contains a variety of important information about Camp Tapico. It is written in a format that takes the Troop Leader through each step of the summer camp process, from registration and attending camp, to reserving your site for next year. This document contains all the information a Troop Leader needs to know to maximize the summer camp experience for your Scouts.

We hope this book provides you with all of the information that you will need to have a great time at camp. If, after having read this booklet, you still have questions, please contact the Camp Director at the Tall Pine Council Service Center at 810-235-2531.

- Camp management reserves the right to revise materials in this Leader's Guide, as needed. You will be notified of any revisions •

Tall Pine Council  
Boy Scouts of America  
507 W. Atherton Road  
Flint, Michigan 48507  
(810) 235-2531  
(810) 235-5052 Fax  
[www.tpcbsa.org](http://www.tpcbsa.org)

Retail Value \$10.00

## The Camp Staff

The Camp Tapico summer staff is composed of highly dedicated young men and women who are committed to making an exemplary Scouting experience available to your boys. The administrative staff has professional Scouting and educational backgrounds, as well as experience in camp management. Most of the staff has significant Scouting experience. Your Scouts are in very good hands!

If you or any of your Scouts are interested in becoming a part of this team, either as a Counselor in Training (14 or 15 years old) or as a Camp Tapico Staff member (16 years old or older), please contact the any member of the Camp Tapico administration, or the Tall Pine Council Service Center for an application. Applications are also available at [www.tpcbsa.org](http://www.tpcbsa.org).

### 2007 Camp Tapico Administration

#### Camp Director

Michael Beratta  
231-258-9302  
Fax: 231-258-0824  
[tapico@juno.com](mailto:tapico@juno.com)

#### Camp Ranger

Dan Brower  
810-736-1553

#### Business Manager

Denise Soles  
810-232-5744  
[dsoles71@peoplepc.com](mailto:dsoles71@peoplepc.com)

#### Program Director

Melisa Woolridge  
810-813-1690  
[countrygirl\\_liss@yahoo.com](mailto:countrygirl_liss@yahoo.com)

## Camp Office Hours

#### Administration Building

9:00 a.m. – 11:45 a.m.  
1:30 p.m. - 5:00 p.m.  
7:00 p.m. - 9:00 p.m.

#### Commissary

9:00 a.m. – 11:45 a.m.  
2:00 p.m. - 5:45 p.m.  
7:00 p.m. - 9:00 p.m.

#### Health Lodge

9:00 a.m. – 11:45 a.m.  
1:00 p.m. – 5:00 p.m.  
7:00 p.m. – 9:00 p.m.

#### Quartermaster

9:00 a.m. - 11:30 a.m.  
2:00 p.m. - 5:30 p.m.  
7:15 p.m. - 8:45 p.m.

- Emergencies are treated at any time

#### Trading Post

9:00 a.m. – 11:45 a.m.  
1:30 p.m. - 5:00 p.m.  
7:00 p.m. - 9:00 p.m.

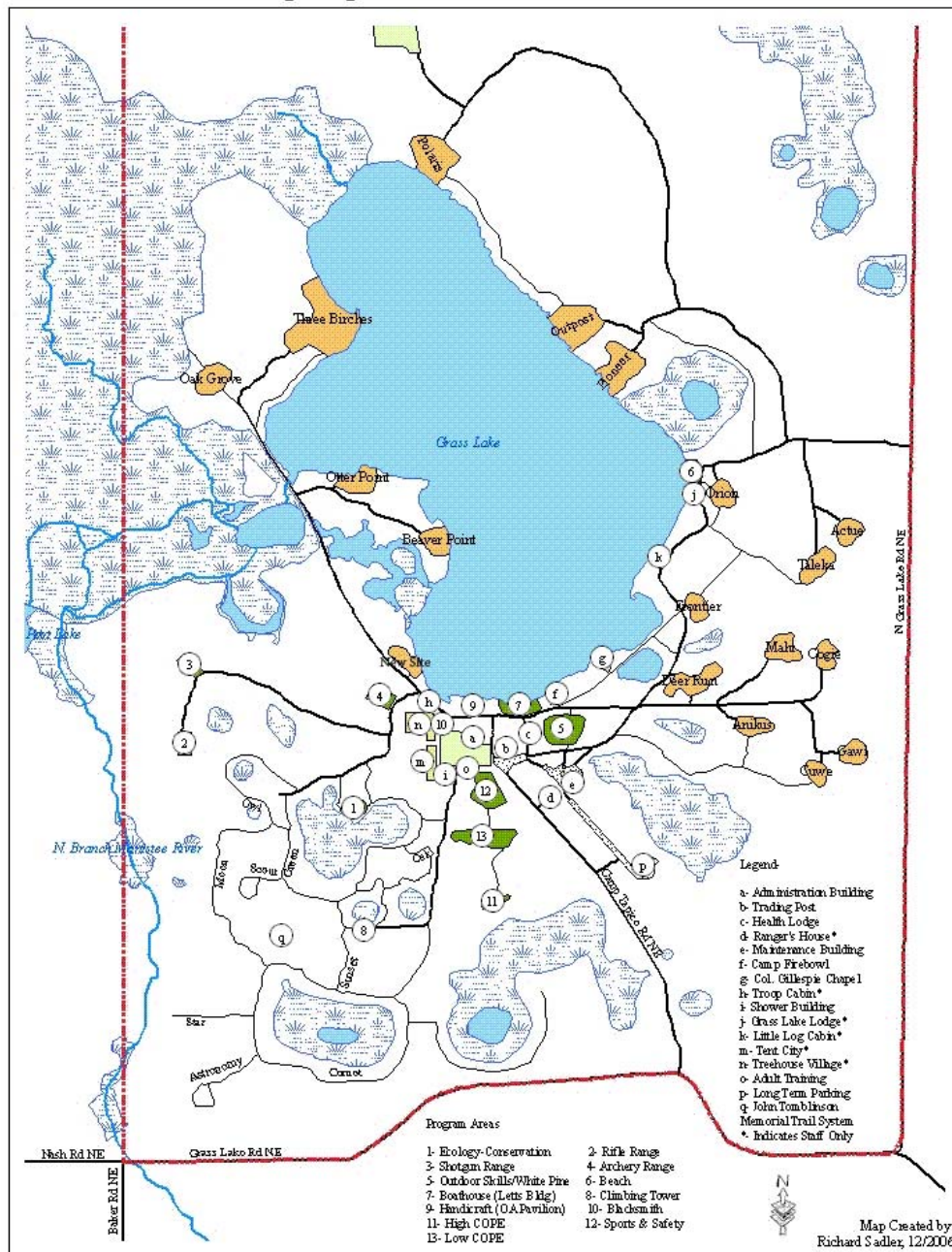
- The Trading Post will be open Sunday evening from 7:00 – 8:30 pm
- The Trading Post will be closed on Friday evening from 7:00 – 9:00 pm

### About Our Camp

The Tall Pine Council, Boy Scouts of America, prides itself in operating Camp Tapico Scout Reservation. At Camp Tapico, you will find two square miles of beautiful camp, surrounding our 110-acre Grass Lake, covered with diverse woodlands. The camp is rich in adventure, a perfect setting for your Scouts to experience real Scouting. Camp Tapico is open year round. A camp map is available to post on your Troop bulletin board at camp (Appendix 1-A). For Directions to Camp Tapico (Appendix 47-A)

"Camp Tapico Has Been Making It Happen, Since 1946."

Camp Tapico, Tall Pine Council, BSA



## Registering for Camp

### 2007 Camp Tapico Summer Camp Reservation Form

Troops that would like to reserve a campsite for the 2007 season need to fill out a 2007 Camp Tapico Summer Camp Reservation Form (Appendix 2-A). Send the completed application and a \$75.00 non-refundable site fee to the Tall Pine Council. You will receive notification upon confirmation of your Troop's reservation.

### 2007 Camp Fees

The cost to attend summer camp at Camp Tapico in 2007 will be \$230.00 for youth and \$100.00 for adults. The 2007 youth camp fee includes a \$15.00 program fee. Program and merit badge fees will no longer be required at camp (canoe trips and bike rentals will continue to require a fee). Camp fees are calculated for Sunday check in through Saturday check out.

- Troops can save \$20.00 per youth and \$10.00 per adult by paying a \$50 deposit per youth/\$25 deposit per adult by March 1, 2007 and the balance of \$160 per youth/\$65 per adult by May 15, 2007. (\$210.00 youth / \$90.00 adult)
- Webelos and parents who cross over to the Troop and new Scouts and leaders who register with the Troop will receive the same rate plan as their Troop.

### Summer Camp Schedule

- Week 1 June 24 - June 30
- Week 2 July 1 - July 7
- Week 3 July 8 - July 14
- Week 4 July 15 – July 21
- Week 5 July 22 – July 28
- Week 6 July 29 – August 4

### Campsites

The camp map, on the previous page, shows where all of the campsites are located and a list of available sites can be obtained through the Tall Pine Council Service Center or on the web at [www.tpcbsa.org](http://www.tpcbsa.org). Select a campsite that fits your Troop's needs. Troops are able to reserve the same campsite for the same week at the end of their camp stay for the upcoming year.

- **In 2007, the seven, lakefront campsites will require a 15 person minimum occupancy. Camp Tapico reserves the right to add an additional Troop to a campsite to meet this requirement.**

### Equipment Option

If your Troop plans on using camp equipment during your stay, please note the appropriate equipment option on the 2007 Camp Tapico Summer Camp Reservation Form. The fee to use camp equipment, tents, flies, and cots, is an additional fee of \$10.00 per person.

- Troops using the pre-camp equipment option will have first priority in the use of camp equipment.

- Troops opting not to use the above pre-camp option will be charged a rental fee of \$4.00 per cot, \$20.00 per tent, and \$6.00 per additional dining fly requested.
  - All other equipment (cook kits, patrol boxes, axes, saws, etc) will be available to all Troops without an additional charge on a first come first serve basis.
  - Troops are responsible for all damage to camp equipment
  - Troops should bring any and all Troop equipment that will enhance your program and would bring on a normal campout.
- Troops that bring their own equipment to camp must adhere to the following tent guidelines.
- **All tentage must meet or exceed fire-retardant specifications by the canvas manufacturer (CPAI-84) and “no flames in tent” is marked on each of them. Each camper must be provided with a minimum of 30 square feet of sheltered space for sleeping and storage of gear.**

### **Council Camp Refund Policy**

In the event of a cancellation by May 1<sup>st</sup>, the Tall Pine Council will refund all but the \$75.00 reservation deposit. After May 1<sup>st</sup>, the Tall Pine Council will refund 50% of all fees paid, excluding the \$75.00 deposit.

### **Insufficient Funds**

All checks and charges that are returned due to insufficient funds will be charged a \$15.00 fee.

### **Procedures on Suggestions and Concerns**

We are always welcome to new ideas or suggestions in ways we may make your week at Camp Tapico more enjoyable and productive for Scouts and Adult Leaders.

- The Camp Management Staff is always available to talk to you.
- Place all comments/suggestions in the suggestion box located near the Troop Mailboxes in the Administration Building. All comments/suggestions will be read and to the best of our ability, acted upon.

Occasionally, problems may arise and the following procedure should be used.

- Talk directly to the staff member responsible. In most cases, the problem will be resolved. If not, please follow the camp flow chart (Appendix 3-A).
- If you are still not satisfied proceed to the Camp Director to discuss the issue with him.
- If your problem remains, contact the Council Scout Executive, Mike Chaffee, at 810-235-2531 during regular business hours. If he is unavailable, leave a message and he will return your call as soon as possible.

### **Camperships**

Limited financial help may be available on an individual basis for Scouts from Tall Pine Council attending Camp Tapico who could not go to camp without this help. Individual applications

must be submitted and approved by the unit leader. Areas we consider are family income, number in the family, as well as what efforts the boy and the troop are making to help themselves. Applications may be obtained at the Council Service Center or in this document (Appendix 4-A). Final approval will be by the Council Campership Committee and Finance Director.

- **A campership is not transferable to another Scout.**
- **Applications must be completed and returned to the Council Service Center**

### **Provisional Camping**

Family vacation plans, illnesses, and many other reasons may prevent some Scouts from attending summer camp with their troop, but it should not keep those Scouts from the fun and adventure of Scout camping. Provisional camping, for Scouts who need to attend camp on an individual basis, is available during each session of summer camp. Either another Troop or members of the Camp Tapico Staff will provide leadership. Contact the Camp Director for details.

### **Early Arrival Program**

Camp Tapico offers an early arrival program for Troops coming to camp. With the increasing number of Troops requesting the privilege to arrive early at camp, a standard policy has been developed to insure the safety of the campers, Staff, and Camp Tapico (Appendix 5-A). This is a mandatory policy for all Troops who request this program option. Troops will need to complete the Early Arrival Procedures and Application (Appendix 6-A) and return it to the Council Service Center by June 1, 2007; in order to take advantage of this camp program.

### **Troop Leadership in Camp**

- **Every Troop in camp must be under the supervision at all times by two or more registered adult leaders (one of which is over the age of 21).**
- **All Leaders must be registered members of your Troop.**
- **All leaders must show proof of current Youth Protection Training or must be trained within 24 hours after arrival in camp.**
  - **Youth Protection Training will be offered on Monday morning at 9:30 am. in the Adult Leader Training Area.**
  - **Youth Protection Training is a 90-minute program.**
- **Using the Camp Staff Leadership Reference Form (Appendix 7-A), all Leaders must submit three references, which must be kept on file at Camp Tapico.**

### **Planning for Camp**

Before you go to camp, certain promotional and informational documentation should be shared with the Scouts and parents in your unit.

- Inform all Scouts and their parents when the Troop is attending camp.
- Become familiar with the Leader's Guide and keep Scouts and their parents informed of its contents.
- Make note of the 2007 Camp Tapico Important Dates calendar (Appendix 8-A) which includes dates for important meetings and due dates for final payments, meal plan, equipment options, pre-camp trading post order, etc.
- Have a parent's meeting to share the following information.

- Camper Equipment List (Appendix 9-A)
- 2007 Merit Badge Schedule (Appendix 10-A)
- 2007 Merit Badge Head Start (Appendix 11-A)
- 2007 First Year Camper Program "White Pine Program" (Appendix 12-A)
- 2007 Program Schedule (Appendix 13-A)
- 2007 Program Fees List (Appendix 14-A)

- Know the needs and wishes of the boys in your Troop. Have your leaders make a list of the needs of each Scout in his patrol and the activities they would like to do as a patrol or as a Troop.

- The Camp Tapico Administration has many years of camp experience under our belts. Refer to the Experience Tells Us document (Appendix 15-A) for helpful hints on planning for camp.

### **Required Pre-Camp Forms**

There are several forms that need to be turned in prior to camp in order for the camp staff to be able to meet your Troop's needs.

#### **The Camp Tapico Meal Plan**

Troops cook their own meals at Camp Tapico. Camp Tapico is unique in the fact that we allow you to choose your own menu while at camp (Appendix 16-A). On the Troop Meal Chart (Appendix 17-A) Units will be able to choose meals from a menu plan that, features 8 breakfasts, 8 lunches, 10 dinners, and 4 premium dinners. Troops will pick up their food from the commissary each day at their specified time.

- Troop Meal Charts are due at the Tall Pine Council Service Center by May 1<sup>st</sup>. Any special dietary needs must be included at that time.
- The meal plan allows Troops to choose one premium dinner for the week.
- Troops may purchase additional premium meals for \$3.00 per person per meal.

#### **Pre-Camp Trading Post Order**

If your Troop likes to buy camp shirts, hats, mugs, or patches for your Scouts, you may want to use the Pre-Camp Trading Post Order form, which will be available at the May Leader Meeting. All 2007 Camp Tapico Merchandise will be on display in the Tall Pine Council Service Center and a merchandise brochure will be available in the spring of 2007. Using this option will guarantee that the things you may want for your Scouts will be there when you get to camp.

- **All orders must be received at the Council Service Center by May 15, 2007; and paid in full.**
- **The Trading Post will accept cash, checks, MasterCard, Visa, American Express and Discover Cards (see insufficient funds page 5).**

**Pre-Camp Equipment Option Form**

If your Troop plans on using Camp Tapico's equipment, this is the option for you. To use camp equipment, tents, flies, and cots, there is an additional fee of \$10.00 per person. Complete the Advance Information Sheet and turn it in to the Council Service center by June 1, 2007 (Appendix 19-A). For further information, refer to Equipment Option on page 5.

**Uniforming**

Why do the Boy Scouts have a uniform? A Scout uniform makes each Scout a part of the team, it gives a standard to be met, promotes group spirit, and designates equality from the start among members within the group. At camp the official Scout uniform is appropriate dress at anytime during the week. We encourage units to wear their uniforms during chapel services and request all Scouts to be in full uniform for retreat and the balance of the evening. The complete Boy Scout uniform (see page 12 of The Boy Scout Handbook) is required for the Honor Award. This should not, however, be interpreted as meaning that the Scout uniform is necessary for attendance at camp. We recognize that many boys cannot acquire a Scout uniform. Clothing at camp should uphold the standards of Scouting. Inappropriate clothing advocating alcohol, tobacco, drugs, and other inappropriate content will not be permitted in camp.

**Final Planning****The Month Before Camp**

- Send out final camp notice to parents.
- Have Troop committee members visit parents of Scouts not registered for camp.
- Develop a program of activities using this Leader's Guide Book, the Scoutmaster's Handbook, and the Scout Handbook.
- Instruct Scouts in what to bring and what not to bring to camp. Check to ensure that all Scouts and leaders are registered with the BSA.

**Three Weeks Before Camp**

- Finalize the program of activities your troop would like to undertake.
- Consider each Scout's and adult's needs (advancement, special diets, prerequisites etc).
- Go over the merit badge and program schedule with Scouts.
  - Complete your portion of the Merit Badge Application form (Appendix 20-A) and make sure you bring them to camp.
  - Go over the merit badge requirements and check the merit badge prerequisite form and show them how they can schedule their day.
  - Scouts should do some pre-camp merit badge paperwork before camp.
  - Scouts should purchase/borrow a current merit badge book for every merit badge they are taking at summer camp and bring it to class.
  - Merit Badge books will be available for purchase in the Trading Post.
- **Rank advancements and merit badges will be available at the Administration Building this summer. Completed advancement reports and Merit Badge Applications must be turned in to the Administration Building to purchase the above items and to assure your scouts get credit for badges**

**earned. Scoutmasters may purchase advancements Wednesday through Friday from 7 pm to 8 pm in the Trading Post.**

### **A Couple of Days Before Camp**

- Hold inspection of personal packs and patrol gear.
- Troop equipment should be ready for packing.
- Prepare four (4) copies of your troop roster (Appendix 23-A).
- Make a final check on transportation plans to and from camp.
- Make sure you complete a Tour Permit to come to camp (Appendix 24-A).
- Inform Scouts of customs, practices and rules at camp.
- Depending upon departure time, remind Scouts to bring Sunday's lunch, as the first meal at camp is Sunday dinner.
- Photocopy all leader's current Youth Protection cards.
- Make sure all leaders have read and signed the Behavior Management Policy (Appendix 39-A). Please bring when you come to registration.
- The Scoutmaster should review all Scout's and adult leader's physical exams to bring to camp prior to arriving at camp (Appendix 21-A & Appendix 22-A).

- **All physicals must be COMPLETELY filled out and signed by a physician.**
- **Extra physical forms are available through the Council Service Center.**

### **The Day You Leave for Camp**

- Directions to Camp are available (Appendix 47-A)
- Make sure you have everyone's physical, permission slips, camper release information and emergency information before you leave.
- Label all medications, which should be in original container, number of doses it contains with name, campsite, and troop number (including aspirin, cough syrup, etc.) before coming to camp.
  - All medications that are brought to camp by Scouts and Adult Leaders in a Troop must be recorded on the Troop Medications Log (Appendix 25-A)
  - State of Michigan regulations, requires that all medication be dispensed under the supervision of the Health Officer.
- Bring four (4) copies of your troop roster.
- Make a final check on transportation arrangements for the following Saturday.
- Enjoy lunch at your favorite restaurant or a place to eat your sack lunch.
- Plan on arriving at your troop's scheduled check in time on Saturday or Sunday.

## **Arrival At Camp**

### **Check In**

Sunday is a very busy day at Camp Tapico. Please arrive in time for your scheduled check in. A Camp Tapico Staff member, assigned to get your Troop parked and assembled for check in, will meet your unit upon arrival.

- **A maximum of two (2) vehicles with equipment and equipment trailers will be allowed in the campsites. Those vehicles must be removed by 6 p.m. of the day you check-in.**
  - **The ranger staff will be available to move any additional equipment.**
- Try to pack all of your Scout's gear and Troop gear in the fewest number of vehicles as possible.

- **You will not be allowed to take your entire troop vehicles back to the campsite.**

- Each troop will be allowed to have one vehicle in short term parking. All others must be parked in long-term parking.
- Always observe the 10 mph summer camp speed limit.
- Campers and trailers, excluding troop equipment trailers, must be parked in the main long-term parking lot and are not to be used for Scouts and or leaders' sleeping quarters.
- Truck beds and trailers may not be used to transport Scouts and leaders. No riding on the outside of any vehicle.
- Seat belt usage is mandatory.
- In emergency situations, only camp staff shall operate vehicles on camp service roads.

Your Troop will be assigned a Tour Guide, who will lead your Troop through the check in process. Your Tour Guide should be an excellent first-day resource, please ask lots of questions.

### **Administration Building**

The Troop Scoutmaster, or acting Scoutmaster at camp, must immediately go to the Administration Building to check in your Troop. Here, the Scoutmaster will pay final fees and submit the required Troop documentation. The remainder of the unit will proceed to medical checks where the Scoutmaster will join them after completing registration.

### **Medical Rechecks**

Every Scout and leader who attends camp must have a medical recheck upon arrival. The Health Officer or a designated person will recheck each person's medical form.

- **All Scouts under 18 years of age** are required to have a current (within 3 years) physical exam on file, signed by a physician. (refer to page 9)
  - The physical form must be updated and signed annually by the Scout's parent or legal guardian.
  - All High Adventure or Project C.O.P.E. participants must have a physical within the last twelve (12) months.
- **All Adult Leader and Staff, 18 years to 40 years of age** are required to have a current (within 3 years) physical exam on file, signed by a physician.
  - The physical form must be updated and signed annually by the adult.
  - All High Adventure or Project C.O.P.E. participants must have a physical within the last twelve (12) months.
- **All Adult Leaders and Staff 40 years and older** are required to have an **annual physical exam** on file signed by a physician.
- No one will be classified for swimming until the Health Officer receives the properly completed medical forms.
- Remember, a T.B. Test is required every 36 months.
- All family campers must have a completed Tall Pine Council Health Form (Appendix 26-A) on file at the Health Lodge.

- Physical exams at Camp Tapico can be arranged through a local physician. Services rendered at camp are free, however, outside services may require payment. Please be prepared to provide insurance information on all your leaders and Scouts.

- **Camp Tapico is not responsible for paying for off-camp medical services.**

The Health Officer will check all medications.

- To speed up the medical recheck process, please have the Troop Medication Log completed prior to your Troop's arrival at camp.
  - **Label all medications with name, troop number, campsite, and quantity in container (including aspirin, cough syrup, etc.) before coming to camp.**
- Michigan State law requires that all medication be dispensed under the Health Officer's supervision.
  - Troops that choose to dispense medications in the campsite must follow the Tall Pine Council – Boy Scouts of America Medications in Campsite Policy (Appendix 27-A)

### **Commissary**

Camp Tapico is a patrol cooking camp where each patrol prepares their meals in their campsite. All food and supplies related to food preparation and clean up are issued to each troop from the Commissary, located at the east end of the Administration Building.

- Each Troop should go to the Commissary for their initial issue of food and staples on Sunday.
- Each Troop is issued a Camp Menu Book and Staples Order form for the week.
- Every camp leader should become familiar with the menu book to be aware of issue and preparation of the food for each Troop.
- **Check with your troop when they make out their staple order form for the day to make sure they are requesting the proper amount of supplies.**
  - We want to make sure each patrol receives what they need, but we also want to make sure that supplies are not wasted.
  - The staples order may be dropped off at the Commissary early, so that staples will be ready with food issue.
- **The Commissary will make every effort to meet your needs where special dietary items are necessary.**
  - Paper plates, cups and plastic ware are not furnished. These items will be available for an additional charge and must be recycled.
  - Supplies for making cobbles may be purchased at the commissary.
  - **Troops that fail to turn in their Troop Meal Charts by May 1<sup>st</sup> will receive a meal plan that will be prepared for you.**

### **Recycling, the Tall Pine Council Way**

Recycling was the first thing that came to mind when the cost of trash removal increased by over 50%. With the assistance of Steve Chalker (recycling coordinator for Northern A-1 Sanitation of Kalkaska Michigan), we found out recycling was not the ultimate solution to the problem, but a good place to start. We are proud that Camp Tapico is the first Summer Camp in the State of

Michigan (and perhaps the nation) to recycle on a large scale, but still realize there, is much more we can do. Steve told us, "There are three R's in Conservation; Reduce, Reuse, and Recycle, in that order, and you have to start somewhere." In the past, our Summer Camp operation has generated enough trash to fill six, seven and half-yard dumpsters. The 1992 cost of trash removal was \$100.00 a load and at that price our bill would have been \$3,400.00 without recycling. With recycling, we reduced trash removal to one load, removed a smelly, fly-infested area, and discovered a program feature that really excited young Scouts. Our hope for the future is to reduce the outgoing trash even more. Through refuse evaluation, we learned that a large percentage of the trash was plastic bags and polystyrene products. We now realize that our troops and staffers need to return to the use of basic mess kits instead of polystyrene products. Please refer to the Camp Tapico Recycling Policy (Appendix 28-A) for recycling procedures at camp.

### **Quartermaster**

The Camp Tapico Quartermaster is available for Troops to checkout Troop equipment for their stay at camp. Equipment from the Quartermaster is free for Troops to use.

- Tents, cots, and dining flies must be reserved prior to camp and do require a rental fee.
- By completing the Advance Information Form, the aforementioned equipment will be ready in your campsite when you arrive.
- Troops are responsible for any equipment they rent or borrow.
- Equipment replacement and damage costs are listed on the Camp Tapico Equipment Replacement Form (Appendix 29-A).

### **Swim Checks**

Every Scout and Adult Leader must take a swim test to determine his or her ability level. Those levels are Non Swimmer, Beginner or Swimmer.

### **Your Campsite**

Each campsite is fully equipped and ready to go from the moment you walk into camp. A great deal of time and money has been spent since last summer to better prepare campsites. Each campsite also has fire tools that are not to be removed from camp. A shovel, rake, fire barrel and #10 cans are the immediate fire prevention tools at your disposal. A broom is provided to keep the tents and latrines clean. A flagpole is also provided. Each site provides ample space for several patrols to make camp.

The camp can provide on request the following items:

Lantern (Kerosene)	Fire Buckets
Ice Chest	Axe
Picnic table	Rake
Toilet paper	Shovel
Flag pole	Cook gear (griddle, cook kit, chef kit, grill, dutch oven)
American Flag	

Saw

Patrol box

Broom

Wash Buckets-w/each campsite

These items can be rented in addition to the items listed above:

Tents (7 x 9 wall tents w/poles)

Cots for campers (metal beds for adults)

Dining fly (12 x 16 w/poles)

- Tents, cots, and dining flies must be reserved prior to camp and do require a rental fee.

### **Campsite Maintenance**

Day to day cleaning and ordinary maintenance of the campsite is the responsibility of the unit. The site should be policed regularly and paper and other litter removed from adjacent woods and trails and the campsite proper. The latrine and washstand should be scrubbed daily. The cooking and dining areas are to be cleaned after each meal. Major repairs, or repairs to equipment such, as pumps, machinery, and wiring, will be made by the ranger or a member of his staff. The need for such repairs should be made known promptly to your commissioner or to the ranger's staff. If you feel you can make repairs yourself but need assistance contact the ranger.

### **Leaving Camp**

It is important in case of an emergency for us to be able to locate all people in camp. For this reason, **no one**, whether Scout or leader, should leave camp without first notifying the Camp Office and properly signing out. Leaders should be able to locate their Scouts at all times. **Scouts leaving camp must have the person they are leaving with listed on their Health Form or a special letter on file.**

### **Mail**

One of the questions from parents is where their son will be and how they can reach him, and rightfully so! All mail should be directed to:

**Camp Tapico, Boy Scouts of America**  
**Scout's Name, Troop Number, Campsite**  
**2408 Camp Tapico Road NE**  
**Kalkaska, MI 49646**

A drop box is provided for outgoing mail at the Administration Building. Incoming mail can be picked up by troops at the Administration Building in their mailbox after 3:00 P.M. each day.

### **E-mail**

Camp does not provide e-mail access. The Camp system is not equipped to receive personal e-mails for campers or staff members.

### **Telephone**

No one should call the camp unless it is an emergency. Remember, there is no telephone next to every Scout's tent. The one main phone in camp is for camp business and emergencies. On incoming calls, some time is required to locate the individual called and bring him/her to the phone. Please remember, the camp is a large area and all activities

are scattered throughout the camp. The caller should be prepared to leave a message requesting that the party call them back. Please try to provide the troop Number and Campsite.

- **The fax number at camp is 231-258-0824**
- **The emergency number is 231-258-9302**

A collect call or calling card phone is located on the porch of the administration building. Scouts may only place calls with their Troop Leader's permission and he/she must be present when the call is being made. The telephone is in a locked box.

**Please note: Camp Tapico, Tall Pine Council, BSA does not select the long distance carrier for the pay telephone. We recommend you use your own long distance carrier to avoid possible excessive rate charges that some people have experienced in the past.**

### **Visitors**

Visitors are welcome in camp at any time. Visitors must check in at the Camp Office. Camp facilities are primarily for the use of campers and leaders. Use of camp facilities by visitors will be restricted. Please remember pets are not allowed in camp. A parking lot is provided at the headquarters area for all visitors. **Only camp vehicles are permitted on the camp service roads beyond the parking lot.**

### **Family Camping**

Although Camp Tapico is not really set up for family camping during the resident camp season, we do allow families to camp on the property. Individuals wishing to family camp at Camp Tapico must read and comply with the Family Camping Guidelines (Appendix 30-A) and complete the Camp Tapico Family Camping Reservation Form (Appendix 31-A). Reservation Forms are due to the Tall Pine Council Service Center two weeks in advance of your plan to stay at camp.

- **All family campers must have a completed Tall Pine Council Health Form on file at the Health Lodge.**

### **Pets**

Absolutely no pets will be allowed on camp property by Scouts, Leaders, drivers, parents, or visitors, unless previously approved by the Camp Director.

## **Camp Tapico Programs**

### **Communication in Camp**

#### **Two-way Radios**

Key Tapico Staff members will have two-way radios and can be reached on channel 1 sub-station 1. We request that your scouts who bring radios to camp do not use this frequency unless it is an emergency.

**The Tapico Daily News**

Camp Tapico prints a daily newspaper that contains much valuable information. A copy of the Tapico Daily News will be placed in Troop mailboxes and will also be distributed by the Camp Commissioners. If you would like to submit items to the Tapico Daily News, please contact the Camp Program Director. Please post the Tapico Daily News on your Troop bulletin boards for your Scouts to read.

**Leader's Meetings**

There will be two Leader's Meetings during the week at camp. The first will be on Sunday at 7:30 pm. The second meeting will be on Thursday at 1:15 pm. There will also be a Scoutmaster's coffee on Tuesday at 10:00 am. This get together will be held in the new Outdoor Skills area, across from the fire bowl. Meetings provide Troop Leaders the opportunity to gain valuable information regarding the Camp Tapico summer camp operation. Constructive suggestions to improve camp operations are always welcome. Please keep in mind that the camp is bound by state and national regulations and some things are required to be the way they are.

**Camp Commissioners**

The Camp Tapico Commissioners are an essential communication tool for Troops at camp. The Commissioners will be visiting all of the campsites each day, conveying important information to you as well as communicating your needs directly back to the Camp Tapico Administration. The Commissioners work directly with the Camp Director, Program Director, Business Manager, and Camp Ranger. If there is ever a question, the Commissioner is the troop's first source for an answer. They know what's happening at camp, and if they can't answer your question, they will find an answer. Proper use of the Camp Commissioners can maximize your Troop's summer camp experience.

**Camp Tour**

Any new Troop to Camp Tapico or a Troop with new Scouts that have not been to Camp Tapico, should take advantage of our Camp Tour. The Camp Tour will show Scouts all areas of camp, so they will know where they are going on Monday morning. Camp Tours begin at 7:30 pm at the flagpole on Sunday evening.

**Camp-wide Events****Flag Ceremonies**

Monday through Friday, every morning at 8:30 and every evening at 5:45 the staff will hold a flag ceremony at the main flagpole. There will also be a flag ceremony on Sunday at 8:20 p.m. and Friday at 8:00 p.m. Troops are encouraged to take part and share in this ceremony. Units can make arrangements to serve as color guard. All members of color guards must be wearing complete Field Uniforms, as defined by The Boy Scouts of America (page 12 of The Boy Scout Handbook). There will be no exceptions to this rule.

**Scouts Own Service**

For the 2007 camp season, Camp Tapico will have a part-time Chaplain. His attendance at camp will be limited to the weekends. Scouts Own Service will be held on Sunday evening at 8:30. Scouts and leaders that wish to assist should contact the Chaplain immediately upon arrival at Camp Tapico. Scouts with an interest in a specific religious program can obtain accurate information from our Chaplain on Sunday.

**Campfires**

There will be two camp-wide campfire programs conducted each week at camp. The campfire on Sunday evening will feature the Camp Tapico Staff performing their favorite skits, songs, stories, run-ons, and cheers. Friday's campfire is designed to include the Troops attending camp. In order to participate in Friday's campfire, Troops must send a representative to the Campfire Planning Meetings on Monday and Wednesday at 1:15 pm at the Fire bowl. A closing Campfire Program will be published in Friday's edition of the Tapico Daily News.

**Flag Retirement Ceremony**

Camp Tapico will be conducting a Flag Retirement Ceremony on Monday evenings at 9:15 p.m. at the Outdoor Skills Area (White Pine Program). If you would like to participate in or help run this program, contact the Adult Leader Trainer at camp during check-in.

**Camp-wide Event**

The 2007 Camp wide event will consist of Dodge Ball and other Troop Athletic Competitions.

**Root Beer Slugfest**

Each troop is allowed to have one representative from the following categories:

1. First class and under scout
2. Star, life, or Eagle scout
3. Adult leader
4. Staff

The object of this is to chug a 20oz. Root Beer as fast as you can. The winner of each category will compete for the final championship.

**Dutch Oven Cook Off**

The Dutch Oven Cook-off is always a popular event and it will be held on Tuesday. The following categories will be judged:

1. Youth Entrée
2. Adult Entrée
3. Youth Dessert
4. Adult Dessert

More information will be given in upcoming issues of the Tapico Daily News. Bring all the ingredients that you need to prove that you are the premier Dutch oven chief at Camp Tapico

**Order of the Arrow**

The Order of the Arrow is a National Honor Society of BSA, a society of honor campers in the Boy Scouts of America. The purpose of the "OA" is to recognize those campers, Scouts, Explorers, and adults who best exemplify the Scout Oath and Law in their daily lives and by such recognition cause other Campers to conduct themselves in the same manner. The Order of the Arrow provides valuable service to our Council Camps and assists in the promotion of Camping. A call out ceremony will be held on Wednesday evening at 9:30 during your week of camp. For more information on the Order of the

Arrow, Troop elections or supplies, contact a Cuwe Lodge 218 Officer, Lodge Adviser Gerald DeBusschere (810) 695-7680, Chase McKinney, Cuwe Lodge Chief, at camp.

### **Mile Swim**

Early Thursday morning, brave Scouts and leaders will swim the mile at 6:00 am. To participate in this event, Scouts and Leaders must be classified as a swimmer and must complete the required practice swims. The required practice swims are 1/4 mile on Monday, 1/2 mile on Tuesday, and 3/4 mile on Wednesday. The practice swims are all at 4:00 in the afternoon. Swimmers must have a person to reach and a rower accompany them on their mile swim.

### **Water Carnival**

Friday is the day for the annual Camp Tapico Water Carnival. The event will be held on Friday afternoon at 2:00. Troops will test their aquatic skills in a variety of events requiring swimmers from the Non Swimmer, Beginner or Swimmer classifications. A Water Carnival schedule and event program will be available in Thursday's Tapico Daily News.

## **Additional Camp Programs**

### **Adult Leader Training**

Camp Tapico offers the complete Boy Scout Leader Training Program (Appendix 32-A). Troops that bring adult leaders to camp can have them fully trained at camp. Take advantage of this great opportunity to get your adults trained. Contact David T. McGregor for more information by phone: (810) 736-4956 or e-mail: okpik\_amik@hotmail.com.

### **Bicycles in Camp**

Camp Tapico allows troops to bring their bikes to camp. There are certain rules that need to be followed to make bike riding safe and enjoyable for everyone. Please post the Bike Safety rules in your campsite (Appendix 33-A).

- **Bikes are not to be used during any camp wide event.**
- **Helmets must be worn at all times with unit number displayed on the side**
- **Bikes are to be parked at the bike racks located by the OA Pavilion and the Boating Area.**
- **Bike usage is permitted on camp Monday through Friday and Saturday after 2:00 p.m.**

### **Canoe Trips**

Canoe trips are available on the nationally wilderness designated Manistee and Au sable Rivers. The cost of the canoe trip is \$10.00 per canoe with the unit providing canoe transportation. The cost of the canoe trip is \$15.00 per canoe with the camp providing canoe transportation. The troop is responsible for transporting Scouts and Leaders. Arrangements for canoe trips are made in the Business Office.

### **Procedures for Canoe Trips**

- All troops must register in advance with the Program Director or Camp Clerk by no later than Monday.
- After a troop registers with the Camp Clerk, or Program Director, one adult leader must be trained in Safety Afloat, or attend and complete the Safety Afloat and Save Swim Defense class on Monday at 1:30 pm.
- **Morning and afternoon trips must pick-up their lifejackets and paddles from the boating area one hour in advance of their canoe trip. Please make arrangements with the Director of the area.**
- **Individual troop members must check out paddles and life jackets from the Boating Director. The Aquatics Director must approve personal floatation devices.**
- **All equipment must be returned promptly to the Boating Director after the trip by the troop.**
- **All canoe trips must be taken in accordance with the standards of the "Safety Afloat" and "Safe Swim Defense" plans.**
- **All Scouts must be classified as a swimmer according to BSA swim check criteria**
- All units must take a copy of the health form with them.

### **Camp Tapico Troop Honor Award**

The Camp Tapico Honor Award was created to encourage and assist Troops to become exemplary in their organization, participation, and Scout spirit at camp. Troops that wish to earn the Troop Honor Award must meet the criteria set forth by the program (Appendix 34-A). All Units attending camp can earn this award and are encouraged to do so. Our staff is ready to assist you in any way possible to make you successful in earning this award. Please speak with our Camp Commissioners if you need assistance. Units earning the Honor Award will receive special recognition.

### **International Scout**

Each year that Camp Tapico has an International Scout we offer an International Scout Program. On Wednesday evenings at 7:00 p.m. in the OA Pavilion, the International Scout will provide a program outlining the Scouting program in their home country.

The International Camp Staff Program of the Boy Scouts of America is a special plan for camp program enrichment. It provides an opportunity for local councils throughout America to invite qualified Scouters from other countries to be part of their summer Boy Scout and/or Cub Scout day camp programs. The International Camp Staff Program is recognized as a cultural exchange program by the U. S. State Department. It gives to our membership and Scouters from other countries an international exchange of mutual benefit. Its aim is to allow boys in councils throughout America to come into personal contact with an experienced Scout leader from another part of the globe, and learn firsthand, not only about his/her Scouting program, but also about his/her country, its culture and customs. The program is an in-depth international Scouting experience for boys in every council. More information will be released on Tapico's International Scout in May.

### **Outpost Camps**

Troops have the opportunity to conduct an outpost campout. There are various areas on camp and adjacent state land to conduct an outpost campout. The following guidelines must be followed.

- All troops must register in advance with the Program Director or Camp Clerk by no later than Monday.
- All equipment necessary for your hike or outpost may be obtained from the Quartermaster of the camp.
  - Remember that your unit is responsible for all equipment issued to it, and an appropriate charge will be made for damages.
- An adult must serve as the Troop's health officer and complete the appropriate documentation.
- All units must take a copy of their roster and all health forms with them.
- Limited staff help may be available to assist your Troop with its outpost campout.
- Such help must be coordinated through your Commissioner or the Program Director.

### **Trading Post**

Camp Tapico operates a Trading Post with a complete selection of souvenir and comfort items for sale to Scouts and Scouters during the week. Items include:

Camp Mugs	Camp Hats	Camp T-shirts
Camp Sweatshirts	Belts and Buckles	Neckerchiefs
Comfort Items	Disposable Camera	Handicraft Items
Soap and Toothpaste	Soft Drinks	Scout Supplies
Food/Snack Items	Camp Patch	And More

- The Trading Post will accept cash, checks, MasterCard, Visa, American Express and Discover (see Insufficient Funds on page 5).

## **Program Areas**

### **Aquatics**

The Aquatics Area is one of the most popular areas in camp and features many extra activities on top of its merit badge program. The Waterfront is under the direction of a certified adult. All staff are fully qualified Lifeguards. The Waterfront operates under the "buddy system" in accordance with BSA water safety regulations. The staff strictly enforces safe and proper behavior.

- **Life jackets must be worn in boats at all times**
- **Open boating equipment may be limited during merit badge instruction**
- **The Aquatics Director must approve all personal watercraft, personal floatation devices, and boat motors.**
- **Personal watercraft may not have motors larger than 9.9 hp.**

### **Swim Check**

Every Scout and leader who wishes to take part in any aquatic activities anytime during the week must take a swim test to determine his or her ability level. Those levels are Non-swimmer, Beginner or Swimmer. Prior to coming to camp troop swim checks can be arranged – contact the Camp Director, Mike Beratta at 1-231-258-9302.

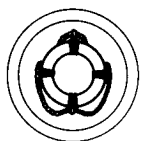
Scouts will have ample opportunities for open swimming, boating, instructional swim, and other program activities in the Aquatics Area.

### Aquatics Merit Badges

- **Swimmer classification is required before taking these merit badges.**



**Canoeing Merit Badge** – Canoeing merit badge will aid the novice in perfecting the basic strokes and developing knowledge of canoeing safety.



**Lifesaving Merit Badge** – This course is directed at the more advanced rescue skills, concentrating in swimming rescues. The swimming merit badge is required before attempting this badge, which is optionally required for Eagle.



**Rowing Merit Badge** - In rowing you learn the basic strokes and boat safety. This is valuable if your family does a lot of boating.



**Small Boat Sailing Merit Badge** – It is an excellent merit badge for learning the basics of sailing. Completion of the other aquatic badges would be beneficial to the completion of this merit badge.



**Swimming Merit Badge** – This badge is offered in order to learn advanced swimming and survival skills and improve your endurance and perfect your swimming strokes. This badge is optionally required for Eagle.

### Other Aquatics Program Opportunities

- **Swimmer classification is required before taking these opportunities.**

**Kayak BSA** - A super adventure program with certification and patch. An aquatics feature for the advanced swimmer to develop special knowledge in kayaking and to advance his knowledge in equipment, skills and safety precautions associated with kayaking.



this award.

**Life Guard BSA** – For Scouts 14 and older (and Leaders) in good physical condition whom really enjoy aquatics. Helpful to have swimming, lifesaving, canoeing and rowing merit badges and must have a current C.P.R. card prior to camp and be willing to work long hours to qualify for



**Mile Swim** - An opportunity to earn the Mile Swim Award will be offered each week at camp. Any Scout classified as a swimmer may try out for it. See the Camp Tapico Program Schedule for practice and event times.

**Snorkeling BSA** - A super adventure program with certification and patch. An aquatics feature for the advanced swimmer to develop special knowledge or snorkeling and to advance his knowledge in equipment, skills and safety precautions associated with snorkeling.

**Safe Swim Defense** – Your troop learns how to conduct a safe troop swim, by using the eight-point defense plan. Opportunities can be made available for you to practice a troop safe swim. Classes are conducted Monday at 1:00 p.m.

**Safety Afloat** – Troop learns how to conduct a float trip by using the nine-point defense plan. This is required for your troop to conduct float trips.

### Commissioners Program

Aside from being the main communication link to the Troops, the Commissioners Section will also be offering several merit badges.



**Citizenship in the Nation** – Citizenship in the Nation is a required merit badge for Eagle. The merit badge helps Scouts understand their role as a citizen of the United States. This merit badge is required for the eagle rank.



**Citizenship in the World** – Citizenship in the World is a required merit badge for Eagle. The merit badge helps Scouts understand the diverse and global nature of the world and their role in it. This merit badge is required for the eagle rank.



**Music**- This badge will allow your scouts to demonstrate their musical ability to their counselor and maybe even the entire camp. This is a great merit badge for any level of scout.

### Ecology Conservation

The Ecology / Conservation Program is the way to experience Camp Tapico's most precious resource, its 1,280 acres of lush woodlands and beautiful Grass Lake. Scouts can explore Camp Tapico's trail system studying the wildlife and plant life in the various ecosystems throughout

the camp. The Ecology / Conservation Area is also the headquarters for all conservation projects at camp.

### Ecology Conservation Merit Badges



**Astronomy** - This badge is easy to complete if the long observation has been completed before coming to camp. The rest of the merit badge deals with drawings and identifications. This merit badge is tough to complete at camp.



**Bird Study** – This is a great opportunity for scouts to enjoy the many nature trails and hear the wonderful sounds of birds that make Tapico their summer home.



**Chemistry** – This merit badge will be a challenge and a little different than the typical summer camp merit badge and it is recommended for those scouts who are experienced.



**Energy** – Provides opportunities for practical hands on learning and challenges Scouts to consider ways to conserve energy and to think about our future energy needs.



**Environmental Science** - This badge, required for Eagle rank, asks that you spend eight hours in the field observing a study area, and a 500-word report to be written on what you saw. This merit badge is required for the eagle rank.



**Fish & Wildlife Management** - Several hours of fieldwork are required and the other requirements are easily met. This merit badge can be earned in one week. This is a good merit badge for beginning scouts.



**Forestry** - All but requirement eight can be done easily. A project and identification of the local trees are included.



**Mammal Study** - Most of this merit badge is writing and three hours of observation, but these can be completed at camp. This is a good merit badge for beginning scouts.



**Nature** - This badge is easily earned if you have kept an aquarium, terrarium, or some type of animal for over one month. This is a good merit badge for beginning scouts.



**Oceanography** – Study the oceans and their functions. This is a fun merit badge to do at camp.



**Pulp and Paper** – This will teach kids the paper process. This was new in 2007 and was extremely popular with older scouts.



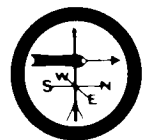
**Reptile and Amphibian Study** - Requirements state you must keep a reptile or amphibian for at least one month. The rest of the work is identification and knowledge of reptiles and amphibians.



**Soil & Water Conservation** - Most of the work for this badge is done in the wild, and it is easily earned.



**Space Exploration** – You will build and launch a rocket as a part of this merit badge. This is a fun merit badge.



**Weather** - Weather can be done if the one-month weather record is already completed. There is writing and weather instrument construction involved. However this is a good merit badge for beginning scouts.

## Handicraft

First year Scouts almost always find success in the Handicraft Program Area. The pride and satisfaction of making something at camp is very real. Handicrafts at camp have always been very popular. In fact, Scouts earn more Handicraft badges than any other section in camp. Some of the Handicraft merit badges require a project fee to be paid and picked up in the Administration Building. Please refer to the Program Fees Form for prices. Extra projects will be available in the Trading Post.

### Handicraft Merit Badges



**Art** - Camp Tapico offers many magnificent vistas and landscapes for Scouts to draw and sketch. It is a great merit badge for beginning scouts.



**Basketry** - In Basketry merit badge you learn how to make a basket and stool. This is done mostly on your own. Planning of your project is very easy and this merit badge is relatively easy to earn. Is a merit badge that is recommended for beginning scouts.



**Cinematography** – Learn how to write, direct, and shoot your own short film.



**Fingerprinting** – Learn the art and science of fingerprinting.



**Indian Lore** – Learn about the Native Americans and their cultures.



**Leatherwork** - Leatherwork merit badge is a badge that takes a lot of dedication to get started and keep going. It takes some skill but once completed it is a merit badge that can be worn with some pride. This merit badge is recommended for beginning scouts.



**Metalworking** –This is a great merit badge however class size will be limited to 12 people per class. Please fill out Metalworking Pre-Camp Sign Up form (Appendix 18-A). To secure your spot and return to Council Service Center ASAP.



**Photography** - A great way to keep memories of your summer camp stay. This is a great merit badge for those who might just want to enjoy the sights.



**Woodcarving** - This is a very interesting merit badge to earn. It can be a fun and interesting experience. It is recommended that Scouts earn their Totin' Chip before taking this badge and be an advancing scout.

## Outdoor Skills / White Pine Area

### Outdoor Skills

The Outdoor Skills Area is a place where scoutcraft skills are king. This is Camp Tapico's headquarters for cooking, camping, orienteering, pioneering, wilderness survival, hiking and low-impact camping training. Since Camp Tapico is a patrol style cooking camp, what better place to experience fire building, no utensil cooking, dutch oven cooking, and reflector oven

cooking. Scouts can hone their rope skills by working on their rope making, knots, lashings, and splicing. This is an area where Scoutmasters are encouraged to help out, whether it is teaching knots and splices or teaching how to use a compass, your help will be appreciated.

### Outdoor Skills Merit Badges



**Camping** - An outpost camp for two nights in a selected site is featured for this badge. The Scout experiments in fire building, backpacking, tent pitching, and general camp craft. This merit badge is required for the eagle rank.

- Twenty days and nights of camping should be completed before arriving at camp.



**Cooking** - This badge teaches the Scout to write balanced menus, plan food buying, and cook. Making an above ground fireplace, cooking five meals for a patrol, and cleaning up round out this cordon blue program. Knife and axe skills are also encouraged but is a great merit badge for those beginning scouts.



**First Aid** – This merit badge teaches the immediate care and help given to someone who is hurt. This merit badge is required for the eagle rank.



**Fishing** – Scouts will learn the different kinds of fish, how to catch and prepare them for eating, and the use of different types of fishing gear. This is a great merit badge for all scouts.



**Orienteering** - This program asks for creativity and speed on the Scout's part. Using a map and compass he searches for the control markers posted at scenic locations on the reservation. Orienteering has become a fast-growing sport in the United States, and the techniques the Scout learns can serve as a good introduction. This is a merit badge for those experienced scouts.



**Pioneering** - Building a major project, such as a two-posted tower, a monkey bridge, or an adirondack shelter, occupies most of the Scout's time. Once the basic knots, splices, lashing, and rope making have been mastered, the Scout may apply his ingenuity towards his own original designs.



**Wilderness Survival** - This fascinating merit badge is for those with a hearty appetite for the wilderness. Experience in wood lore and camping offers far more than a firm foundation for this merit badge, leading the mastery of living in Michigan wild areas. The Scout will grasp the basics of edible wild plants, natural-material shelters, traps and snares, and fire starting. He will spend one night sleeping in a natural shelter he has built.

## White Pine Area

The White Pine Area is the place to be for first year campers. The program is designed so that each Scout can tackle the requirements of Tenderfoot, Second Class, and First Class all in the same week. Scouts will also have time in their schedules to work on merit badges. See the White Pine Program documentation for more information. The White Pine Program will also offer the following programs.

**Totin' Chip** - Some of your younger scouts will want to use axes and knives while they are at camp. Prevent accidents by giving them proper training in the use of wood tools.

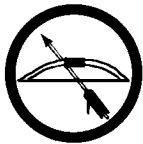
**Paul Bunyan Woodsmanship Award** - Scouts who hold Totin' Chip and think they can really make the chips fly, can earn this special Axemanship Award.

**Firem'n Chit** – Scouts will be instructed in the proper way to build a fire, use of matches, and fire safety.

## Shooting Sports

Safety is first and foremost at our rifle and shotgun range. We use .22 caliber single shot, bolt-action rifles and 20 gauge shotguns. Scouts can engage in a variety of Shooting Sports activities such as, open archery, rifle, shotgun, and black powder shooting. Our BSA National Camping School certified Range Directors instruct Scouts and Scouters in the safe usage of firearms and supervise all of Camp Tapico's ranges.

### Shooting Sports Merit Badges



**Archery** - This merit badge teaches the Scout the proper and safe use of a bow and arrow. He learns how to care for the bow and make bowstrings and arrows. He should also be prepared to spend much time practicing to finish the required rounds.



**Rifle Shooting** - This badge offers instruction in the basic safety, handling and the care of firearms, and hunting safety, using a .22 caliber or muzzle loading rifles. Scouts should be prepared to spend a lot of time practicing to make the required targets.



**Shotgun Shooting** - This badge can be earned by two different options with modern shotguns or muzzle loaded shotguns. At this time only modern shotguns are available at camp. This is recommended for experienced scouts.

## Sports and Safety

Sports and safety go hand in hand. In the Sports and Safety Program Area, Scouts can play various field games and even challenge themselves on the COPE Course and the Climbing Tower.

### Sports and Safety Merit Badges



**Athletics** – This will help Scouts learn sportsmanship and be good sportsmen. It is recommended for those scouts who have interest in sports.



**Emergency Preparedness** – With this merit badge Scouts will learn how to handle themselves in cases of emergency. This is an optional required merit badge for the Eagle rank.



**Personal Fitness** – This merit badge will teach social fitness, mental and emotional fitness, spiritual fitness, physical health and fitness. This is tough to earn at camp and is required for Eagle.



**Sports** – Scouts will learn to work as a team, be a part of a team, and learn good sportsmanship. This is also recommended for those experienced scouts.

- See the Merit Badge Head Start Form for prerequisites for these merit badges

## Project COPE

COPE stands for "Challenging Outdoor Personal Experience." It comprises group initiative games, low course, and high course activities. Some of the activities involve a group challenge while others are individual skills and agility. Participants climb, swing, balance, jump, race, and think of solutions to a variety of activities. Most participants do much more than they think they can.

Safety of participants, leaders and staff is imperative. It is not sufficient to simply be "concerned" about safety. The director and staff members who are constantly vigilant of safety procedures and participants' needs augment that concern. The standards that have been developed in the Project COPE activities are stringent to ensure that the experience is both safe and successful as desired by the National Office, Project COPE Task Force.

Project COPE is an exciting outdoor activity that can be used to attract and hold the interest of older Scouts and Explorers. It offers a set of stimulating activities designed to meet their needs.

The underlying goals of a Project COPE Course are consistent with the methods of scouting. Group activities are ideal for emphasizing the patrol method and in developing leadership. Individual activities help promote personal growth. Other Scouting methods are inherent in the conducting of the program.

The COPE program has seven major goals:

- |                  |                    |
|------------------|--------------------|
| 1. Leadership    | 2. Problem Solving |
| 3. Communication | 4. Self Esteem     |
| 5. Trust         | 6. Decision Making |
| 7. Teamwork      |                    |

- **High COPE is designed for older campers who are at least First Class and 13 years of age. Please Fill out COPE Pre-Camp Sign Up form (Appendix 11-A), to secure your spot and return to Council Service Center ASAP.**
- **Boy Scouts of America National Standards require a physical examination for all Project COPE participants within 12 months prior to attending camp.**
- **Off-season, the COPE Course is available for \$15.00 per Scouts and Scouters plus the instructor fee. Arrangements should be made through the Council Service Center.**



### **Climbing / Rappelling Program**

In addition to our COPE Course, a Climbing \ Rappelling Tower is available. The Climbing Merit Badge is also offered here.

- **All Scouts may participate in Climbing.**
- **Climb on Safely is offered to Adult Leaders on Tuesday and Wednesday at 4:00 p.m.**

### **The Leaders' Program**

Aside from providing a full program for Scouts at Camp Tapico, the camp also provides activities for Adult Leaders to pursue. The following list outlines some of the program opportunities for Adult Leaders.

#### **Letter to Employer**

If you are an employee, the Tall Pine Council stands ready to send a letter to your supervisor or employer explaining your key role as a volunteer leader in the Boy Scouts of America and Camp Tapico Summer Camp. Please complete the Employer Letter Request Form (Appendix 35-A) and return it to the Council Service Center, Attention: Camp Director. Your letter will be sent prior to your camp departure.

#### **Adult Leader Training**

Tapico offers the complete Basic Scout Leader Training each week at camp. This is an excellent way to get your leaders trained. Additional trainings offered throughout the week:

- Leave No Trace
- Trek on Safely
- Safe Swim Defense
- Safety Afloat
- Climb on Safely

#### **Adult Leader Fishing**

Camp Tapico allows Adult Leaders to fish before and after program hours. This program requires a buddy boat system. See the Troop Site Book at camp for specific rules and regulations for the program.

- **No youth Scouts will be allowed to participate in this program**

### **Leader's Recognition**

While at Camp Tapico, the Scoutmaster will receive a special recognition for devoting a week out of his/her schedule for the betterment of their Scouts. Thank you for giving of your time.

- Leaders who attend the Camp Tapico orientation in May will also receive additional recognition.

### **Scoutmasters Lounge (For Leaders Only)**

While Tapico Scout Reservation is not a country club, we do take pride in our camp facilities. Included among our facilities is our Scoutmaster Lounge, which is at our Camp Administration Building. This area is also shared with our staff. At the lounge, leaders can expect to find coffee, punch or water. The lounge is intended to be a get-a-way of sorts where adults may relax, read, take care of business, etc.

### **Leader's Meeting**

A regular part of our weekly schedule is the leaders meeting with the Scoutmasters and adult leaders in camp. These informal meetings give the Scoutmasters a chance to make meaningful comments and suggestions to permit prompt attention by the staff.

### **Advancement**

The adults who come to camp often bring special skills that Scouts might want to learn. If you would like to work in a specific program area during camp, please contact the area director at the beginning of the week. Of course, Adult Leaders are always welcome to participate in any program activity. If you would like to teach a merit badge, that you are approved to teach, and that we do not offer, please contact the Program Director, Melisa Woolridge, no later than May 1<sup>st</sup>, so that we can notify Scouts that the badge is being offered.

### **Camp Shop**

Through out the summer there are various Camp Projects. Check with the Camp Ranger on how you may help. All adult leaders are welcome to bring their skills and join us in the shop. Please let us know if you have special skills you would be willing to share at camp, or you would like to have instruction in while at camp.

### **Climbing**

After great successes in 2005 and 2006 we will again be bring back the adult only climb. This is a great opportunity for adult leaders to head out to the climbing tower and have fun with our climbing staff. This is an evening program and allows leaders to have a chance to climb and relax. The Scoutmaster or appointed leader will also have an opportunity to participate in the Scoutmaster/SPL Climb again in 2007.

### **Scoutmaster/SPL Shoot**

The Scoutmaster/SPL Shoot will be a week long event and over the course of the week the SPL and Scoutmaster will have to go to the Archery, Rifle and Shotgun range and

compete for points the combo with the highest score wins. This is always a ton of fun and allows for bragging rights from year to year.

## Rules and Regulations

The Tall Pine Council's camps are operated under the rules and regulations of the National Council, Boy Scouts of America and the State of Michigan. If at any time you would like to know, "why", we will do our best to explain the regulations and the purpose behind them. Please direct your questions to the Camp Director.

### **National Standards**

There are National Standards by which the Boy Scouts of America evaluate camps each year. Camp Tapico prides itself in the fact that it has received Camp Accreditation from the Boy Scouts of America for the last 25 years. A list of national standards that affect program opportunities for your Troop are enclosed in the Appendix (Appendix 38-A).

### **State Laws**

The State of Michigan requires children's camps, under Public Act 116 (Appendix 36-A), to provide written procedures for the items listed below. These written procedures are to be provided to every Staff Member and Troop Leader.

#### **Behavior Management**

Handling a group of Scouts once a week for a couple hours is one thing, handling a group of Scouts for a week can be a handful. Be aware of the way you are managing the behavior of the Scouts under your charge. Refer to the Camp Tapico Behavior Management Policy for camp guidelines concerning behavior management (Appendix 39-A). When dealing with youth, it is helpful to be aware of the developmental characteristics of certain ages of youth (Appendix 40-A).

#### **Youth Protection**

All camp staff members are required by state law to be observant for signs of possible child abuse and neglect. Any such suspicions must be reported only to the Camp Director. They are not to be discussed in camp. If the Camp Director feels it to be appropriate, he may isolate the alleged perpetrator and will report the situation to the Council Scout Executive. The Council Scout Executive must then report it to the Family Independence Agency. None of this is to say that we will be scrutinizing Unit Leader's relationships with their Scouts, but it is sobering to realize that the prevalence of child abuse and neglect in our society suggests that there may be a Scout in your Troop who needs help. We are all required, legally and morally, to be ready to help.

- **The Camp Director should be notified if a child should only be released to the custody of a specific parent or guardian.**

#### **Shower Facilities**

Camp Tapico has two shower facilities. Due to BSA rules and regulations concerning youth protection measures, the following policies must be adhered to. The camp shower located on the main trail to the Waterfront, known as the "open air shower", is designated strictly for male campers. Specific hours of operation

for the “open air shower” are adult males for 1 hour at odd ½ hours, and for youth **under the age of 18** for 1 hour at even ½ hours. The hours of operation for the “central” shower for adults, 18 years and over, are the even ½ hours and for camp staff (under age 18) male and female are the odd ½ hour. If you are close to the time change, please check to make sure the building is clear. Females will shower only in the “central” shower. Post a copy of this schedule in your campsite (Appendix 41-A).

### **Health Lodge**

First Aid treatment will be administered at the Health Lodge. It is the duty of all Scouts and leaders to see that all injuries or illnesses, whether minor or serious, are reported to the Health Officer. **In case of an emergency, do not move the injured person. There are three ways to reach us: 1. Send a runner to the Health Lodge to report the accident, 2. Contact the Health Officer on the two-way radio (Channel 1 Sub-station 1), and 3. By phone (231)258-9302.**

### **Staffing**

The Health Lodge will be staffed with an individual who meets the State of Michigan and BSA qualifications.

### **Consultation Service**

A local physician can be reached during normal office hours. After hours, a physician can be reached by using an emergency phone number available from the Health Office.

### **Emergency Transportation and Service**

Camp Tapico has arranged with an ambulance service to provide emergency transportation. If advanced emergency services are required, campers will be transported to the Kalkaska Memorial Health Center. Emergency room service is available on a 24-hour basis.

### **Medication Storage and Administration**

All prescribed camper and staff medication must be checked by the camp Health Officer. They must be in the original container with dosage and frequency clearly marked. The Health Officer will supervise the administering and security of medication in camp.

### **Medical Rechecks**

Every Scout and leader who attends camp must have a medical recheck upon arrival. The Health Officer or a designated person will recheck each person's medical form.

- **Label all medications with name, troop number and quantity in container (including aspirin, cough syrup, etc.) before coming to camp.**

The Health Officer will check medications. Michigan State law requires that all medication that are dispensed be supervised by the Health Officer

### **Medical Records**

**All Scouts** are required to have a current (within 3 years) physical exam on file, signed by a physician.

- **The physical form must be updated and signed annually by the Scout's parent or legal guardian.**
- **All Project C.O.P.E. participants are required to have an annual physical exam on file.**

**All Adult Leader and Staff, 18 years to 40 years of age** are required to have a current (within 3 years) physical exam on file, signed by a physician.

- **The physical form must be updated and signed annually by the adult.**

**All Adult Leaders and Staff, 40 years and older** are required to have an **annual physical exam** on file signed by a physician.

- **Project C.O.P.E. participants must have a physical within the last twelve (12) months.**
- **Remember, a T.B. Test is required every 36 months.**
- **All family campers must have a completed Tall Pine Council Health Form on file at the Health Lodge.**
- **No one will be classified for swimming until the Health Officer receives the properly completed medical forms.**

**Note:** Physical exams at Camp Tapico can be arranged through a local physician. Services rendered at camp are free, however, outside services may require payment. Please be prepared to provide insurance information on all your leaders and Scouts.

### **Field Trips**

The Health Officer prior to being accepted at camp will have screened all campers. The Health Officer and Camp Director will check out all of the required forms to accompany the leader on a field trip. A certified first-aid kit will also accompany a troop leader on a field trip. All treatments and medicine dispensing will be recorded. The Health Officer will review the treatment log for any follow up that should be done.

### **Daily Observation**

It is the responsibility of all adult leaders (and staff) to be aware on a daily basis, of each camper's physical condition. Any changes in appearance, appetite, activity level or health habits are to be reported to the Health Officer.

### **Rest**

Sleep can make the difference between a great and a poor week. Each person needs a certain number of hours of sleep each week. Scoutmasters should see that camp is quiet from 10:30 p.m. until 7:00 a.m. each night to permit those who wish to sleep a chance to do so.

### **Parent Notification**

Camper's parents are to be notified by the Camp Tapico office as follows:

- As directed, in writing, by the camper's parents.
- The day following an overnight stay in the Health Lodge.
- When serious problems arise.
- Immediately, following admission to the hospital.
- Immediately, in the event of death.

### **Standing Orders**

A copy of Camp Tapico's Standing Orders will be available upon request.

### **Supplies and Equipment**

A copy of the Health Lodge Inventory will be available upon request.

### **Camp Tapico Guidelines**

The principles of the Scout Oath are the guiding principles of the Tall Pine Council Camp Program. The Outdoor Program Committee for the health, safety and protection of all Scouts and leaders attending camp has established guidelines to follow in camp (Appendix 42-A).

### **Emergency Procedures**

In the event of a camp emergency, each Troop must adhere to the following guidelines. The Tall Pine Council also strongly recommends that Troops use the Child Identification Card for identification purposes (Appendix 43-A). The Camp Tapico Emergency Procedures will be reviewed Sunday upon check in and at the Leader's Meeting on Sunday evening (Appendix 44-A).

- **All Personnel in camp (staff, leaders, and campers) must be familiar with the Camp Emergency Procedures.**
- **In the event of an emergency, all personnel will immediately respond to the specific situation as outlined in the Camp Tapico Emergency Procedures.**

In the event of one of the following situations, the Camp Tapico Emergency Action Coordination Team will begin emergency procedures.

- Serious Accident
- Fire
- Lost Swimmer / Boater
- Severe Weather
- Lost Camper

In an emergency situation, the Camp Emergency Action Coordination Team will assemble at the camp Administration Building. The team will coordinate actions, issue orders, conduct calls as necessary, and release information to the public, following established B.S.A. and State of Michigan policies. The team will include the following personnel.

- Camp Director
- Program Director
- Camp Chaplain
- Camp Ranger
- Business Manager
- Adult Leader Trainer

Campers will be notified of an emergency via siren signals triple shotgun blasts.

- |                                    |            |
|------------------------------------|------------|
| • Severe weather / tornado warning | One Blast  |
| • Fire                             | One Blast  |
| • Lost swimmer / boater            | One Blast  |
| • Serious accident / lost camper   | One Blast  |
| • All Clear                        | Two Blasts |

- **In the event of a power outage or an alarm malfunction, runners will notify you.**

Upon hearing the emergency signal noted above, all campers are to report back to their campsites.

- **Unit Leaders are to take a head count and get their unit roster.**
- **Units are to stay in their campsite until the all clear is sounded**
- **A staff runner will come to your campsite for a head count.**
- **All unit camper and adult counts will be conducted only by adult leaders in the campsite and reported immediately to the Tapico Staff person who will come to your campsite, who will then report to the Camp Director or designee. Units are reminded that if these procedures become necessary to enact, quick and complete compliance will be insisted upon. Failure to do so could result in your violation of a state law.**

### Restricted Areas

Although visitors/campers are encouraged to explore common areas of Camp Tapico and the wilderness, the nature of some areas requires limited access. All program areas will be off limits during non-program hours. Program hours are 9 am - noon, 2 pm - 5 pm, and 7 pm - 9 pm. Special permission is needed to enter the following areas of Tapico:

- |                   |   |
|-------------------|---|
| • C.O.P.E.        | • Rappelling Tower  |
| • Waterfront Area | • Staff Housing (considered off-limits to visitors and campers) |
| • Archery Range   |   |
| • Rifle Range     |   |

- **Failure to comply with any of the above is grounds for dismissal from camp.**

### Fire Prevention

Fire prevention is very important in camp. The Camp Tapico Fire Prevention Policy must be followed by each Troop in camp (Appendix 45-A)

#### Fire, Liquid, and Propane Fuels

Fires may be built only in the designated areas and under proper supervision. Liquid or propane fuels should be used **only under adult supervision**. Propane cylinders and cans of liquid fuel must be stored under lock and key. Empty cylinders and cans must be taken to the Camp Ranger for disposal.

### Wildlife at Camp Tapico

Despite its proximity to several small towns and cities, Camp Tapico is in a wilderness setting. Encounters with local wildlife can and may occur. Please follow the camp guidelines regarding encounters with wildlife. A detailed plan will be in your Site Book when you arrive at Camp.

### **Camp Tapico Saturday Check-out**

The following guidelines must be followed in order to check-out of camp. Non-compliance could mean that your Troop's check-out could be delayed. In order for us to continue our customer service for every troop coming to camp, **your troop needs to clear their campsite no later than 12:00 p.m. (noon)**. Additional hours or parts there of can be purchased for \$25.00 per hour.

- Check-out prior to 8 am on Saturday must be prearranged with the Business Manager.
- **You must complete the steps listed below before final checkout**
- Your tour guide will start the checkout procedure with you.
- Locate all of the camp items you have checked out during the week. These must be cleaned and returned before leaving.
  - **Your troop is also responsible for all equipment damages.**
  - Ice Chest - Clean
  - Quartermaster equipment - Clean and ready for inspection
  - Pack baskets - Clean - unopened food placed in one basket, clean recyclables placed in the recycle tub and go to recycling area.
  - Outpost campsite aquatics equipment must be turned in.
- Be sure that all individuals in your troop have all of their personal gear ready for the **hike to the parking area**. Special arrangements for the transportation of large equipment need to be pre-arranged by the Scoutmaster with the permission of the Camp Ranger.
- Unit leader, senior patrol leader and tour guide conduct final inspection of the following items:
  - Cook boxes must be **Clean**.
  - Washstand and latrine **Clean** and stocked for the next unit
  - Fill in all holes made in your campsite.
  - Check your campsite and surrounding areas for paper and other debris.
  - Fire equipment checked and water barrel filled.
  - Leave a little firewood for the next unit.
  - Boats from the outpost sites cleaned, racked, and/or moored.

### **Final Checkout**

Unit proceeds to main camp to return equipment and receive the following signed checkout clearances:

- Commissary
  - Return extra food and pack baskets
  - Return thermometers
  - Check your mailbox
- Health Lodge
  - Turn in medical lock box and log book
  - Turn in aquatics equipment box
  - Pick up med forms
  - Pick up any medications held by health officer
- Quartermaster

- Turn in pig bucket and trash
- Return clean quartermaster equipment
- Place recyclables in the proper bins
- Reserve your Campsite for 2008 (Appendix 46-A)
- After receiving the above checkout clearances, the unit leader proceeds to the Business Manager for final checkout and pays for all charges and/or damages.
- Relay any last minute concerns to the Camp Director, Program Director or Business Manager.
- Have a safe trip home and see you next year.