



BOY SCOUTS
OF AMERICA®

WINNEBAGO COUNCIL

**2021 Scouts BSA Resident Camp
Ingawanis Adventure Base
Leader's Guide
Policies and Procedures**



Table of Contents

This guide includes two sections to help with your preparations for attending Scouts BSA Resident Camp at Ingawanis Adventure Base (IAB) in 2020. Section One contains General Information that applies to all campers, including policies and rules in effect while camping on IAB property. Section Two serves as the Program Guide for the 2020 season and will be released in November of 2019

Section One – General Information

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Section Two - Program Guide

*Available under the Resources tab on the online registration portal for Scouts BSA Resident Camp Week 1 and 2

ANNOUNCED at 2019 camp, we will be introducing a STEM LAB and will be a highlight of Summer Camp 2021!

The STEM LAB opens the possibility of new Merit Badges including but not limited to Robotics, Movie Making, Photography, and Digital Technology.

Section One – General Information

2021 Scouts, BSA Resident Camp Dates: Week #1: July 11-17 | Week #2: July 18-24

Payment Schedule

CAMP FEES	In Council		Out of Council		Adult Leader Fees		Additional Leader Fee
	DH	SS	DH	SS	Youth Registered	Free Adults	
Before March 15, 2021	\$265	\$190	\$265	\$190	5-9	1	\$100
After March 15, 2021**	\$305	\$230	\$305	\$305	10-14	2	
					15+	3	

Dining Hall = DH Self Sufficient = SS

Newly registered Scouts in Spring 2021 will receive the early rate, **if payment schedules are met.

Full Time Leaders

Full time leaders are adults who will be staying the entire week of camp. They are the only adults eligible for the Free Leader Discount. They must be BSA Registered and current on YPT. The cost is \$100 for full time leaders.

Part Time Leaders

Part Time Leaders are leaders who cannot attend the full week of camp but will be attending some of the week or multiple days within the week. These leaders must still be BSA registered and current on Youth Protection Training. The cost for Part Time Leaders is \$20 per day.

Both incoming and exiting leaders must check-in/check-out at the Director’s Lodge prior to coming/going. If the leader will be on site for longer than 72 hours, parts A, B and C of the health form must be taken to the Health Lodge and a swim check must be performed.

While we have opened this option, Two Deep Leadership is still required at all times! Part Time Leaders are not Day Visitors! Day Visitors will only be staying at the camp for a portion of the day and must check in at the Director’s Lodge to purchase their meal tickets and check-out before leaving camp. Part Time Leaders will be camping with the Unit for a portion of the week. **Part Time Leaders are NOT applicable for the free leader discount.**

Payment Schedule

50% of total fees due by April 1, 2021. Remainder of total fees due by May 1, 2021.

Getting Registered for Camp

Online registration will be at www.winnebagoobsa.org. Scouts BSA Resident Camp is tent camping only. Campsites must be reserved through the Scout Office. To reserve an entire campsite, your unit size must be at least 80% of the campsite's capacity.

Registrations must be made by units, not by individual Scouts. A \$50 non-refundable deposit is required per Scout registered by March 15, 2021 to secure the early bird discount pricing. Registrations made after March 15, 2021, will pay the full rate. 50% of the required camp fee is due by April 1, 2021. All remaining balances are due in full by May 1, 2021. **If payments are not made on time you will lose the early bird discount and fees will revert to full rate.** All refunds are subject to the Winnebago Council, Boy Scouts of America's Refund Policy. The full policy can be found at www.winnebagoobsa.org and a shortened version is listed in this guide.

If the need arises, leaders may substitute Scouts later to avoid losing the camp deposit. **No refunds may be issued if a Scout drops.**

Troop Leadership and Youth Protection

The safety and well-being of our Scouts is our number one priority. Staff and leaders are responsible to ensure the physical and emotional safety of the Scouts in our care.

The following requirements ensure the safety of our youth campers. All adult leaders and staff are expected to follow these requirements:

1. ***All adults attending must be BSA registered and current YPT trained.***
2. ***Two deep leadership is required at all times.*** (At least one leader 21 years of age or older, and a second of at least 18 years of age or older.) Should a situation arise where a Troop will be without the mandatory two leaders, the camp office should be immediately notified of this situation and a course of action will be determined by the Camp Director.
3. ***No one-on-one contact.*** All conferences or meetings with youth should be done in plain sight or with another adult or staff member present.
4. ***Respect privacy.*** Separate shower facilities are provided for youth (under 18) and adults (18 and older). Adults may only enter youth areas as required for health and safety reasons.
5. ***Separate accommodations.*** Youth may not share any quarters with an adult. Male and female leaders may not share a tent unless they are married. Male and female Scouts may not share tents under any circumstance. Separate tents must be used for male and female campers.
6. ***The release of minors.*** If a parent/legal guardian needs to pick up their Scout during their week at camp, they and the Scout must go, in-person, to the Director's Lodge to sign-out using the camp Sign-In/Sign-Out book. The camp administration will ask for documentation to prove the identity of the person picking up the minor.

Council Refund Policy

Units canceling a reservation 30 days prior to the date of the event, regardless of original payment type, will be issued credit in their unit account of fees paid minus a 15% charge and \$50 non-refundable deposit. Requests for refund must be received in writing 30 days prior to the

deadline or no refund will be issued. If an emergency occurs that is out of your control, notify the Council Service Center immediately. A refund request will be considered, the 15% charge will apply, and the \$50 deposit is still nonrefundable. The Winnebago Council reserves the right to request proof of before considering a refund.

Visitors

Adults not registered and paid as Camp Leaders and who are not staying overnight are considered visitors at camp. They must pay for the meals they consume. There are no overnight accommodations for Visitors, even in your unit's campsite.

Visitor meal fees: breakfast-\$5.00, lunch-\$6.00, dinner-\$7.00; may vary based on what day the visit. Please arrange meal payment with the Camp Business Manager or Camp Director upon arrival.

Provisional Camper

A provisional camper is an excellent way for youth to attend camp while their unit is not. Scouts attending as a provisional camper will be paired with a unit so they can participate in all Troop activities as well as their own individual skill classes. Contact the Scout Office to register for this option.

Check-In Procedures

1. Check-in will begin at 1:00 PM on Sunday. Troops are checked-in every 15 mins and will continue until 3:00 PM. Your Troop must sign up for a check-in time through the Scout Office prior to arrival at camp. Troops will not be checked-in earlier than their given time.
2. No vehicles will be allowed in camp. The Camp Director will handle exceptions on a case by case basis upon arrival at camp.
3. Once your entire Troop is at camp, the Scoutmaster and SPL should report to the Director's Lodge at your designated time. **ALL PAYMENTS NEED TO BE HANDLED ON OR BEFORE SUNDAY MORNING BEFORE CHECK-IN.** Contact the Council Service Center, Monday thru Friday, 8:30 am to 5:30 pm for assistance.
4. Your SPL will lead their Troop through the check-in process and to your campsite.
5. Immediately after dropping off your gear, your SPL will escort you to the pool for your swim test. After the test, you may unpack and set-up camp. **Please note the last swim test takes place at 4:30 PM.**
6. At 5:15 PM, the Troop will meet at the Dining Hall for Expectations. Field Uniforms are expected.

Health, Safety, and Medical Records

Every Scout and leader attending Ingawanis Adventure Base must submit the BSA's Annual Health and Medical Record Parts A, B, and C when staying at camp for the week. Make sure the forms for everyone are complete and contain the necessary signatures before arriving at camp. Campers without a properly completed medical form will not be permitted to take the swim test. They will be permitted to stay on camp property while they obtain the properly completed medical form from their parents or they can visit a local medical facility that can handle the medical check-up at the Scout's or Leader's expense. Scouts or leaders without completed health forms after 72 hours will be asked to leave. Scouts, leaders or parents arriving during the week must report to the Camp Health Officer for a medical re-check and submission of medical

records. Scouts, leaders or parents staying in camp for fewer than 72 hours only need to complete Parts A and B of the medical record.

BSA AHMR: https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf

Medication

Bring ALL medications to health check-in. **All medications must be in the original containers, marked with the Scout's name, Troop number, and the original medication information. Only enough medication for the doses that will be administered for the week should be included in each container.** Each Scout with medication should have a Routine Drug Administration Form. All prescription drugs are kept in locked storage at all times, whether in the Health Lodge (if needing refrigeration) or in your campsite under the direction of the Health Officer. The Health Officer is the key administrator of the camper's medications, the unit leader is still responsible to ensure the camper follows the prescribed schedule. If medications are administered in the campsite, the unit leader must keep a log of dispensed medications. A standardized form is available in the Health Lodge. It is the unit leader's responsibility to remind Scouts to take their medication on time. Use of any non-prescription or over-the-counter drugs must also be disclosed to the Health Officer. Inhalers, bee sting kits or similar emergency items will be inspected at check-in but may be held by the Scout.

Routine Drug Administration Form: <https://www.scouting.org/health-and-safety/forms/>

Saturday Arrivals

Any Troop needing to arrive prior to 1:00 PM on Sunday must arrange with the Camp Director and Council Office two weeks prior to arrival. In-Council Troops arriving early will be subject to an early check-in fee of \$50 per Troop. Out-of-Council Troops may check-in early with no fee, contact the Camp Director for details. Check-in at the Director's Lodge to confirm your campsite assignment prior to entering the camp. The program and administration areas are closed, and no meals or medical coverage are provided.

Check-Out Procedures (A formal Check Out List will be given to SPLs at camp)

1. Please plan to be checked out of Camp NO LATER THAN 10:00 AM on Saturday.
2. The Quartermaster will open after breakfast to receive any equipment issued to your Troop. Lost or broken equipment will be charged to your Troop accordingly. The Quartermaster closes at 10:00 AM, so please check-out early.
3. Your SPL will receive a check-out list. Please return any unopened food that was issued to you during the week. Please return CLEAN food baskets to the commissary at this time.
4. Clean-up your campsite. Please leave it better than you found it. Remember to dismantle any camp craft projects and clean out fire pit of ashes. A member of the administration staff will give you a final campsite inspection before you leave your campsite.
5. Once out of your site, make sure to visit the Health Lodge to pick-up Troop medical forms and unused medications.
6. The final stop is the Director's Lodge to hand in your camp appraisal form.
7. Sign-up for next year! Get your campsite early! A board will be available at the Director's Lodge to reserve your campsite for 2022. Campsite reservations are \$50 and give you early access to your preferred site! If your contingent does not fill 80% of the campsite's capacity, you are still subject to sharing the campsite in 2022.

Camp Mail

During each summer camp session, we will provide outgoing mail services. Located in the Director's Lodge will be an outgoing mailbox which will be sent out each day. Incoming mail will be sorted upon arrival at camp and will be delivered to the SPL of the unit before flags each evening.

Camp mailing address:

Scout's Name
Unit Number & Campsite
Ingawanis Adventure Base
2482 Grand Avenue
Waverly, Iowa 50677-9035

Telephone

The Telephone number at camp is 319-352-5880 and is reserved for emergencies and camp business. If you need to contact someone at camp, please leave a message to return your call. The camp is large, it may take some time to locate the person you are trying to reach. Any phone calls made by a Scout must have their leader present.

Lost and Found

Campers are responsible for their personal possessions. Lost and Found items may be returned and retrieved at the Director's Lodge. Ingawanis Adventure Base and the Winnebago Council are not responsible for lost or stolen items. Each Troop is responsible for bringing their own tents. Any lost items will be moved to the Scout Office at the end of the camp season. It is recommended that Scouts write their names on personal items, this will help return any lost items to the correct Scout.

Trading Post

The Ingawanis Adventure Base Trading Post is open daily with hours posted around camp. The Trading Post is closed during meals. The Trading Post is stocked with supplies for Merit Badge work, craft projects, patches, T-shirts, hats, and other Camp/Scouting merchandise. It also has snacks and drinks. Scouts and parents should plan on having some spending money for camp gear and snacks. The average camper spends \$10 per day. An adult leader from your Troop may serve as a "banker" during the week, allowing youth to check money in and out to better monitor what is being spent.

Dining Hall

The Ingawanis Dining Hall is a great place to gather for a meal and fellowship. Each unit is assigned a table(s). Each table will assign a host each day to supervise table clean-up. Leaving your table mess will result in point deductions from campsite inspections. The Dining Hall procedures will also be covered on Sunday during orientation. Lunch will be served buffet style with breakfast and dinner being served family style. Troops may elect to either eat all their meals in the Dining Hall or be self-sufficient cooking in-site as a Patrol. Self-Sufficient units are responsible for their own food. On Sunday evenings, Wednesday lunch and Friday dinner, self-sufficient Troops may eat in the Dining Hall. ***No camper, adult leader, or Scout is permitted in the kitchen without the permission and direction of the Head Cook.***

Menu

The menu for the summer will be released on May 3rd, 2021. Please inspect the menu for special dietary needs for your Scouts and inform the Camp Director before June 1st so we may make accommodations. If no dietary restrictions are communicated by June 1st, we may not be able to accommodate these needs. You may also communicate these during online registration.

Wednesday Meals

In the spirit of Patrol cooking, Troops will be cooking breakfast, lunch and dinner in their campsites. The meals for Wednesday will be prepped and put in milk crates by the kitchen and available for pick up at the commissary located on the back of the Dining Hall. All cooking items needed to prepare meals are provided by the unit. No cooking utensils are to be borrowed or removed from the kitchen. Meals will be prepared based on registered Scouts and adults in your unit and campsite. We ask that you invite staff members to join you and extra food will be sent to accommodate them. Any additional persons need to purchase a meal ticket and notify the Dining Hall. Please send 3-4 Scouts to retrieve your food.

Meal packages can be picked up at the following times:

Breakfast 7:00 am - 7:30 am

Lunch @ OSI (All camp including self-sufficient)

Supper 4:00 pm - 4:30 pm

Garbage

Please recycle all possible materials including cans for deposit (i.e. soda cans) in a separate receptacle. Burn paper/cardboard products when able. All other garbage will be picked up at dedicated trash pickup points at 7:00 PM each evening.

Homesick Campers

Occasionally, Scouts may become homesick and want to leave camp. As you encounter such problems, please remember that the Ingawanis Adventure Base Staff includes members trained to deal with this exact situation. Please do not allow any Scout to leave camp early without discussing the situation with the camp leadership. They will deploy the staff to try and keep your Scout at camp!

Discipline

While most discipline is the responsibility of the unit leadership, the Camp Director reserves the right to dismiss adults, youth, patrols and/or units from Ingawanis Adventure Base for violation of camp policies or those of the Boy Scouts of America.

Latrines

To minimize odors in the campsite latrines, please ensure that the toilet lids and doors stay closed when not in use. This allows the venting system to work properly. Cleaning supplies for daily cleaning can also be obtained from the Quartermaster. Please do not permit your Scouts to place trash or foreign objects, such as soda cans and sticks, in the latrines.

CAMP STAFF / COUNSELOR IN TRAINING PROGRAM

Camp Staff

One of the key contributors to the summer experience is the Camp Staff; these dedicated men, women, and youth spend their summer working to ensure every Troop in camp has the richest experience possible. Positions are available each season to qualified Scouts, Scouters, and skilled adults among a wide variety of administrative, program and support functions. Camp staff positions are applied for in the fall and spring with interviews during school holiday breaks in early January. Applications for Camp staff are available online at <http://www.winnebagobsa.org> or at the Council Service Center. Applications are also available at all roundtable meetings.

CIT-1 (Ages 14 – 17)

This program is designed to allow CIT-1s to enjoy all the camp activities, work on merit badges during their free time, and begin to understand the service side of summer camp. CIT-1 will be working alongside other participants to focus on general leadership skills, interpersonal interaction, introduction to problem solving, communication, camp mission/goals, and camp work projects. Some service duties CIT-1s include, leading camp songs before meals, helping ensure the dining hall remains clean, projects around camp, take part in leading evening programs, and bringing positivity and energy to campers! After completing their duties CIT-1s will be able to work on advancements, swim, canoe, have campfires, and enjoy all the rest of the classic summer camp programs!

This program runs during all weeks of the summer and has a minimum of a **one-week commitment**. CIT-1s can sign up for one or as many weeks as they want.

Fee - \$60 Per Week

CITs will also be expected to attend a **free** training week during pre-camp, June 6-11, to ensure they are prepared and know the expectations for the summer.

CIT-2 (Webelos & Scouts BSA Weeks) (Ages 15 – 17)

Prerequisites – CIT-2 campers must have attended and completed the CIT-1 program previously in the season or in a prior summer.

CIT-2 is a three-week extensive program aimed at teaching CIT-2s how to become exceptional Ingawanis Adventure Base Camp Staff. Skill development in leadership, safety, relationship building, character development and program facilitation are all part of their experience.

Through observation, discussion and hands-on experience, CIT-2s expand their knowledge of great leadership. As a part of the program, CIT-2s have the option to take a Red Cross Lifeguarding course that, upon successful completion, will certify them as lifeguards. If you want to be an Ingawanis Adventure Base Camp Staff and serve campers while growing your leadership skills and earn a Red Cross lifeguard certification, this program is for you!

This program runs during Webelos Week and both Scouts BSA Weeks (June 28-July 1, July 11-17, and July 18-24). **This is a three-week commitment.**

Fee - \$225 (\$75 Per Week)

(The average course price for a Red Cross Lifeguard certification is \$200)

CITs will also be expected to attend a **free** training week during pre-camp, June 6-11, to ensure they are prepared and know the expectations for the summer.

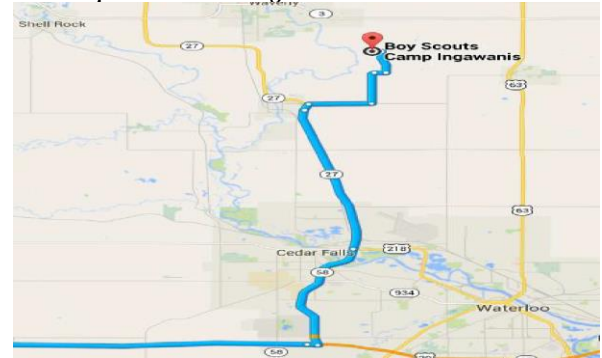


Traveling South via IA-27 S/US-18 E/US-218 S

Follow IA-27 S/US-218 S
 Take the exit toward 210th St
 Take W Bremer Ave to Grand Ave
 Turn left onto 210th St
 Continue onto 35th St NW
 Merge onto 5th Ave NW
 Merge onto 20th St NW
 Turn left onto W Bremer Ave
 Turn right onto 39th St SE
 Continue onto Grand Ave
The camp will be on the right

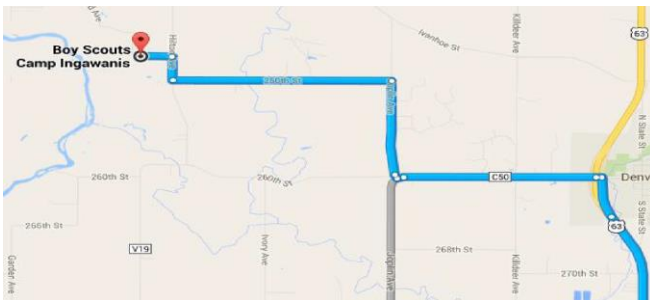
Traveling US-63 S

Exit onto IA-3 W/230th St
 Turn left onto 39th St SE
 Continue onto Grand Ave
The camp will be on the right



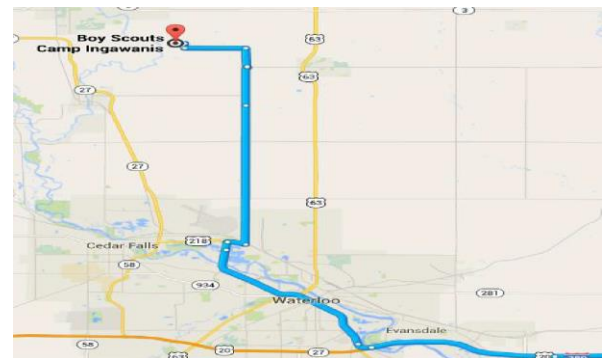
Traveling East on Hwy 20

Take Exit 225
 Turn left onto IA-58 N
 Continue onto IA-27 N
 Take the exit toward 275th St
 take the 1st exit onto 275th St
 Turn left onto Hawthorne Ave
 Continue onto 260th St
 Turn left onto Hilton Ave
 Turn left onto Grand Ave
The camp will be on the left



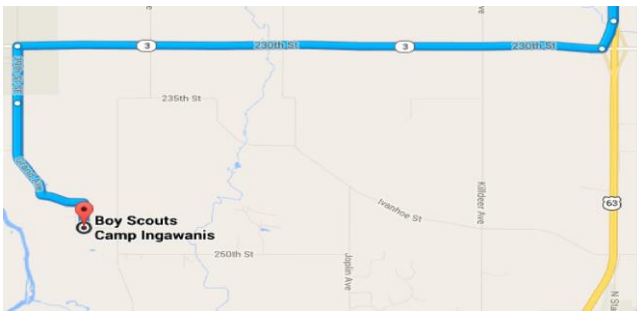
Traveling US-63 North

Turn right onto 260th St
 Continue straight onto Joplin Ave
 Turn left onto 250th St
 Turn right onto Hilton Ave
 Take the 1st left onto Grand Ave
The camp will be on the left



Traveling East on Hwy 20

US-20 W to Waterloo exit 185 from US-218 N
 Take Wagner Rd, Joplin Ave and 250th St to Grand Ave in Washington
 Turn right onto Broadway St
 Take the 1st left onto Wagner Rd
 Continue onto Joplin Ave
 Turn left onto 260th St
 Continue straight onto Joplin Ave
 Turn left onto 250th St
 Turn right onto Hilton Ave
 Take the 1st left onto Grand Ave
The camp will be on the left



Camp Policies

At Ingawanis Adventure Base the Scout Oath and Law are guiding principles. We expect each leader to provide the guidance within the Troop to follow these principles and the policies of Winnebago Council, and the Boy Scouts of America.

Please review all In-Camp Policies:

Flag Ceremonies: The flag is raised promptly at 7:50 am every morning and retired at 5:50 pm every day. All Troops are expected to attend these ceremonies out of respect for our camp, country, and flag.

Uniforms: All campers are expected to be in uniform during the day. The Field uniform is to be worn to all evening flag ceremonies, vespers, campfires, and dinner. Your Unit Activity uniform is acceptable to be worn at all other times.

Shoes: Closed toe shoes must be worn at all times except when showering, sleeping or swimming. Our camp has many rocks that are eager to cause foot injuries.

Latrines & Washstands: Each campsite is equipped with a latrine and washstand. For your convenience, the Quartermaster has pine disinfectants to clean your latrine daily. Please do not wash dishes in the washstand. Please do not dispense of anything but human waste in the latrines.

First Aid: All illnesses and injuries must be reported to the Health Officer for treatment. All medications must be checked-in at the Health Office for locked storage and distribution. Any Scouts who have medications for asthma or anaphylaxis, should always carry their inhalers or epinephrine but are required to bring a second set to the Health Lodge for emergencies.

Vehicles: **Vehicles are not permitted in camp.** All vehicles must be parked in the front parking lot. If a vehicle is needed for health reason, we may organize transportation during check in with those individuals.

Restricted Areas: The shooting ranges, waterfront, and climbing areas are off-limits except during program times when supervised by the staff. Campers and leaders also should not enter or pass through campsites other than their own without permission.

Leaving Camp: All campers and leaders must stop by the Director's Lodge before leaving camp to sign-out. Unit leaders must arrange two-deep coverage with the Camp Director before leaving.

Alcoholic Beverages & Illegal Drugs: Alcoholic beverages and illegal drugs are not permitted in camp. Possession or use on the camp property will be cause for removal.

Smoking and Tobacco: Smoking is prohibited except in areas designated areas. This includes any products youth may not consume. (Vapes, E-Cigarettes Cigarettes, Cigars, etc.)

Sheath Knives: Sheath knives are not to be carried by campers or leaders.

Wristbands: Every paid Scout, leader, parent or staff will be given a wristband. This wristband is to be worn at all times and helps staff ensure the safety of the campers. If you have a parent or leader visiting the camp, they must check in at the Director's Lodge.

Fireworks: Possession or use of fireworks in camp is prohibited and is cause for removal.

Fuels: Flammable liquids are generally prohibited from use in camp. This includes fire-starting liquids and gels. Units planning to use liquid fuel for lanterns and stoves should contact the Camp Director in advance about storage and usage requirements.

Cutting Trees: No living or standing dead trees, including saplings, are to be cut without specific permission of the Camp Director or Camp Caretaker.

Camp Property: Individuals and units will be charged for repair or replacement of camp property damaged as a result of misuse or neglect.

Personal Items: All personal gear should be clearly labeled or marked with a waterproof marker (please include Troop number). The camp and Winnebago Council are not responsible for lost or stolen items. We recommend that electronic equipment and other valuables be left at home.

Electronics: Electronic devices detract from the outdoors experience and are discouraged. Some of these devices include AM/FM radios, televisions, cell phones, etc. Please check with the Camp Director at check-in if you have questions. *Some devices may be necessary for use in Merit Badge programs only (Photography, Bird study, etc.)*

Lost & Found: Any items lost and found may be delivered and/or recovered in the Director's Lodge.

Pets: Dogs and other personal pets should be left at home and are **NOT** allowed in camp. Exceptions may be made for staff as this is their summer residence and some pets are part of camp program areas.

Taps: Taps represents lights out, quiet policy. Please be respectful of other units and follow this policy closely.

Emergency Procedures

Emergency procedures and alarms will be addressed on Sunday evening at expectations.

When the Camp Siren sounds:

1. All campers (Scoutmasters, Scouts, and adults) and staff for the **Northern portion of the camp**, report to the Parade Field where Flags are conducted next to the Dining Hall. **South end of the camp**, report to the OSI shelters located by the Archery Range and Call-out area.
2. Adult Leaders and Area Directors check your attendance. Are any Scouts/Scoutmasters missing? If so, we need full name, Troop number, and all information possible on last whereabouts.
3. Report attendance to the staff member in charge.
4. Wait for directions.
5. If **ALL CLEAR**

Lost Bather:

1. The siren will sound at Aquatics Director's direction.
2. All able staff will be immediately dispatched to the waterfront.
3. All Troops will assemble on the Sports Field next to Dining Hall and follow procedures as outlined when the camp siren sounds.

Lost Camper:

1. Immediately report any missing person to a staff member. **DO NOT DELAY!**
2. All Troops will assemble on the Parade Field next to Dining Hall and follow procedures as outlined when the camp siren sounds.
3. Keep together.
4. The siren will sound at Camp or Program Director's direction.
5. Staff will begin searching for the lost person immediately.
6. If necessary, the camp director will contact the Local Police and Fire Departments.

Fires:

1. Report the fire to a staff member.
2. Report to the Old Parking lot for a headcount
3. The Camp Director will notify appropriate fire agencies.
4. Staff will line the road to guide fire services to the location of the fire.
5. Do not go back for anything! Do not attempt to fight the fire!

Severe Storms (all storms including lightning, hail, and high winds):

1. If there is the potential for severe weather Troops will be notified to stay alert.
2. If weather becomes severe that shelter is needed a constant siren will sound.
3. Quickly make your way to the closest shower house.
South of camp takes shelter in the south shower house.
North of camp takes shelter in the Pool shower house.

Intrusion Policy:

1. According to BSA National Camp Standard, a policy and procedure must be in place to address possible intrusion of unauthorized persons onto the camp property.
2. In the event of a possible intrusion, notify the Camp Director immediately.
3. In order to identify campers, leaders, and visitors, everyone except for staff will be issued wristbands for identification. Wristbands must be worn at all times.

Procedures:

1. All visitors must report to the Director's Lodge to sign-in and out.
2. All visitors will wear an identification wristband.
3. If an unauthorized person is suspected, immediately report that person to the nearest program area.
4. The program area director will immediately contact the Camp Director. While waiting, the program area director will begin to take notes observing the possible intruder and relay a description of the individual.
5. The Camp Director will proceed to the area with the Camp Caretaker and another adult.
6. In the case of an emergency, the local police and sheriff will be contacted immediately. If the person in question flees, local authorities will be notified of the intrusion regardless.
7. Camp program will continue unless a camp-wide emergency is warranted. In this case, the camp siren will sound and procedures for siren sounding should be followed.
8. An assessment will be made as to the severity of the problem in collaboration with the Scout Executive and local authorities.
9. All situations of possible intrusion will warrant a "Report of Intrusion" by the Camp Director and be filed in the camp office.
10. All adult leaders should train their Scouts to follow the above procedures and report strangers/intruders to the nearest staff member/adult.
11. The Buddy System is to be followed at all times.

12. Suggested Gear List for Units and Individuals

Recommended Unit Equipment List

- American Flag
- Unit flag
- Patrol flags
- Sharpening stones* and files
- First aid kit*
- Lock box for money/valuables
- Handbooks*, Merit Badge books*, etc.
- Lantern*
- Conservation/project tools
- Maps and compasses*, GPS units
- Cots and/or mattresses/Pads
- Small repair kit (duct tape, wire, rope, etc)
- Black marking pens
- Camp chairs
- Clothes hangers (leader tents)
- Alarm clock (leader tents)
- Personal tents for adults, if preferred
- Lighters or Matches
- Extra fuel
- Foot locker or box that can be locked
- Padlock
- Cookware and Utensils (for campsite cooking Wednesday evening)
- 1 gal. ziplock plastic bags – 1 per camper (place valuables in bag and lock in box)
- Permanent marker to write names on bags
- Hammer, shovel, saw, garden rake, garden hose (to keep your area's dust down)
- Ice chest
- Troop cook kit for campsite cooking Wednesday evening
- Water cooler
- Dining fly or rain tarp

Personal Equipment Recommendations

- Complete Scout Uniform (minimum two recommended: shirt, neckerchief, pants/shorts, socks, belt)
- Hiking shoes
- Tennis shoes
- Extra shirts
- Extra pants and shorts
- Six pair underwear
- Six pair socks
- Sweater & heavy jacket
- Swim trunks or one-piece swimming suit
- Toilet kit (soap, comb, tooth brush, toothpaste, etc.)
- Wash cloth
- Towels
- Notebook & pencils
- Merit Badge pamphlets*
- Pack
- Water Bottle*
- Nylon cord
- Postcards with stamps
- Small pillow
- Flashlight with extra batteries
- Scout Handbook
- Spending money
- Rain gear
- Sleeping bag
- Sleeping pad or air mattress

Other Equipment (you may wish to bring

- Watch
- First aid kit*
- Insect repellent*
- Pocket knife*
- Camera
- Sunscreen*
- Sewing kit
- Foot locker

*These items can be purchased during camp at the Trading Post.

Supplemental Forms

All the following forms can be downloaded off the Winnebago Council website at:

<http://www.winnebagoobsa.org/Resources>

- BSA Annual Health and Medical Record* (Required for everyone attending camp)
- Provisional Scout Reservation Form** (For Scouts who wish to attend camp without their unit)
- Unit Pre-Camp Swim Check Roster** (For units completing swim checks before arriving at camp)
- Routine Drug Administration Record** (For Scouts taking medications during their week at camp)

* Form is required for each Scout/adult attending camp.

** Form is required for each Scout/adult if relevant.

Youth Protection

All Adults are required to have Current Youth Protection Training before interacting with Youth.

YPT is Available online at:

<https://www.Scouting.org/training/youth-protection/>



Should you have any questions regarding 2021 Scouts BSA Resident
Camp at Ingawanis Adventure Base,
please contact the Winnebago Council Scout Office in Waterloo, Iowa, at

319-234-2867

www.winnebagoobsa.org