

PLANNING CHECKLIST FOR LEADERS, PARENTS, AND SPLS

✓ SUMMER CAMP LEADER PLANNING CHECKLIST

- Hold a camp planning/promotion night at a Troop meeting for all parents and scouts.
- Coordinate adult leaders for camp (each troop must have a minimum of 2).
- Coordinate leader paperwork, including proof of Scouting America registration.
- Plan for transportation arrangements and ensure all vehicles and drivers meet the requirements set in the Guide to Safe Scouting.
- Make payments for scouts and leaders in correlation with the payment schedule on page 12.
- Register your troop for merit badges in correlation with the dates on page 13.
- Set up Troop social media accounts and share info and photos with parents to stay connected with their Scouts while at camp.
- Use the troop equipment packing list on page 19 as a guide to coordinate paperwork and other items needed for your week at camp.

✓ PARENT PLANNING CHECKLIST

- Have part C of the Scouting America health and medical record filled out when you receive your annual physical.
- Work with your Scout(s) to make a list of desired merit badges and activities to give to your summer camp coordinator when signing up for camp. Use the schedule on pages 46-47 and 58 as a guide. Include second and third choices in case the first choices are already full.
- Once merit badges are selected, review the prerequisites, if any, and bring them to camp so credit can be given when taking the badge at camp.
- If desired, purchase care packages and cash cards for your Scout. More info can be found on page 23
- Use the individual packing list on page 20 as a guide to coordinate supplies and gear for your Scout at camp.
- If your Scouts had a great experience at camp, leave us a review or testimonial on our Facebook page or Google location site.

✓ SENIOR PATROL LEADER PLANNING CHECKLIST

- Work with your Scoutmaster to use this leader's guide to plan the programs for your week of camp.
- Work with your Patrol Leaders to ensure their patrols are "ready to go" for summer camp.
- Work with your Scoutmaster and the Troop Quartermaster to ensure you have all the gear and equipment your troop needs to be successful during your week of camp.
- Review the requirements for the Frontiersman program and Baden Powell awards. Plan with your troop to earn these awards while at camp.
- Review the extracurricular activities at camp and plan to sign up for a selection of these when you arrive at camp on Sunday.
- While at camp, lead the Troop by working with Scouts on advancement, camp awards, campsite cleanliness, safety, Troop-led activities, and Troop morale.
- Ensure your troop participates in camp-wide events, including flag ceremonies, campfires, camp-wide games, root beer cantinas, activities, and awards.
- While at camp, attend the Sunday night leaders meeting with your Scoutmaster and attend the daily SPL meetings held at 1:30 PM Monday - Friday at the Training Center.
- If interested, review and sign up for a free week of camp outside the week your Troop attends camp. For more information on the Free SPL Week Program, see page 13.