

# **LEADER'S GUIDE FOR PLANNING A CAMPOUT**

## **EVENT PACKET**

- To be handed out a few weeks in advance.
- Cover sheet with important information regarding event, including dates and times.
- Equipment list.
- Permission form.

## **TOUR PERMIT**

- Submitted at least 2 weeks before event to Council for approval.
- Must include driver's name, year, make and model, and insurance info.
- This can be updated just before a trip if there are changes.
- Permits and updates may be submitted by FAX.
- Not needed for District Scout Camporees.

## **TRANSPORTATION**

If there are not enough driving adults attending event, ask parents for boys attending event to drive.

## **FOOD**

Patrols prepare a menu for event. It should include every item needed for preparation of meals. For example, do not accept "egg and sausage sandwich". They must include all items: eggs, cheese, sausage patties, muffins, salt, pepper, and butter. An adult leader should review the menu prior to shopping.

## **DUTY ROSTERS**

Should be prepared at Troop meeting. There should be one for setting up the campsite, taking it down, and daily activities. Written by SPL or ASPL.

## **INSPECTIONS**

On District camporees, the campsite is inspected. Some important inspection points are:

- Camp are grounds neat and free of litter;
- Duty rosters posted and legible;
- Cooking materials cleaned and put away;
- Tents zipped closed and interiors neat;
- Fire buckets at fire ring and filled with water;
- Garbage bags or containers available;
- Adult leaders look contented and relaxed.

## **PARTICIPATION**

Scouts are expected to attend entire events. A campout is like any team event. Everyone works together setting up and taking down the camp site. Coming for the day or leaving early does not count as having attended the event. We can be a little more lenient with 11<sup>th</sup> and 12<sup>th</sup> graders if they have been active for previous years.

## **QUARTERMASTERS**

I would like to see them become more active in checking and maintaining equipment before and after events. It is their responsibility to make sure everything is put back in the correct place in the trailer.

## **SHOPPING**

**Before you shop for any food or supplies, you must check in the Scoutmaster's garage. We have many duplicate items that did not need to be purchased because someone did not check with troop supplies first.** I would like to see Scouts shop more frequently. If we can maintain strong patrols, we can see this happen. However, it would probably be wise for an adult to go along.

# Troop Equipment Checklist for Leaders to Pack for a Campout

## General Equipment

- Tarp with poles, tie-down ropes and stakes
- Tents, 2 boys per tent
- Old tent for gear (optional)
- Rollup table (optional)
- Water containers (fill at home if questionable water at site)
- First Aid kit

## Lanterns

- Lanterns
- Extra mantles for lanterns
- Bear claws for hanging lanterns
- Propane bottles for lanterns

## Fire Equipment

- Fire bucket
- Fire starter (optional)
- Fire tray (optional)
- Shovel for fires
- Charcoal (if needed)
- Charcoal lighter (if not using self-starting charcoal)

## Food Related Items

- Stoves
- Stove stands
- Propane tank (large), or extra small cylinders
- Tree for propane tank
- Hoses for stoves
- Griddles (if needed)
- Stack of pots (at least 2 sets)
- Utensil boxes – spatulas, tongs, knives, spoons, ladles
- Cutting boards (if needed)
- Coffee pot and coffee
- Dutch ovens (if needed)
- Coolers (if needed)
- Bug juice container

- Food and supply bins
- Food as planned
- Check bins for condiments and supplies as needed:
  - Aluminum foil
  - Salt and pepper
  - Garlic powder and spices
  - Catsup, mustard
  - Cooking oil
  - Extra snacks, oatmeal, hot cocoa, soup
  - Bug juice
  - Measuring cups
  - Matches**
  - Garbage bags**

### **Clean Up Items**

- Cleaning station trays (3)
- Cleaning station stand (if needed)
- Dish washing detergent
- Scrubby pads
- Clorox
- Clean up cloth towels (**not** paper towels)
- Toilet paper

### **Additions for Certain Campouts**

#### **Harriman:**

- Fill water containers at home

#### **Winter Camping:**

- Bring the Troop's wool blankets

#### **Hither Hills:**

- Lobster pot
- Large propane burner
- Extra propane tank (large)

#### **Camporees**

- Flags, U.S. and Troop
- Flag poles and straps
- Troop 161 plaque

# **Troop Equipment Checklist for Leaders to Pack for a Backpacking Trip**

## **General Equipment**

- Tents, 2 boys per tent, divided in advance
- First Aid kit
- Repair kit
- Light-weight dinning fly, poles, and ropes
- Bear bags
- Bear bag ropes and pulleys
- Extra dry bags (optional)
- Toilet paper and trowels

## **Food Related Items**

- Food
- Typical Trail Lunch (or as planned):
  - Summer sausage – 4 persons per sausage
  - Cheese – 2 oz. per person
  - Crackers – 6 persons per box
- Backpacking stoves
- Full fuel bottles
- Water purifiers
- Pots for cooking
- Utensils, as needed
- Measuring cup
- Matches
- Garbage bags
- Water bags