

# Boy Scout Summer Camp Checklist

Summer camp is the highlight of the Boy Scout program. Make sure your troop is prepared for a great summer camp experience

## In the fall

- If planning to attend an "out of council" camp, research some camps and decide which one you will attend.
- Make your preliminary camp reservations and send it any required fees

## A few months before camp

- Schedule Order of the Arrow elections with your lodge (if necessary)
- Recruit a few adults to attend camp
- Recruit adults to help with tasks like transportation, collecting medical forms, etc.
- Review the payment schedule for your camp and pay any necessary fees.

## Spring

- Finalize the roster for both youth and adults from your troop.
- Check with scouts who haven't signed up to encourage attendance.
- Collect fees from scouts
- Meet with the PLC to help plan for camp and set priorities.
- Have scouts select merit badges and check prerequisites.
- If attending an "out of council" camp, fill out all required forms, including tour permits.
- Inform parents and scouts about camp policies and procedures

## Three weeks before camp

- Collect all medical forms
- Finalize troop plans with PLC, including duty rosters
- Distribute packing lists
- Recruit a few adults to attend camp
- Recruit drivers to transport scouts and gear to and from camp

## One week before camp

- Prepare at least two copies of your camp roster, more if necessary.
- Communicate details about travel to scouts and parents, including departure time
- Inspect troop gear

## One day before departure

- Stage gear for easy loading into vehicles. Preload some vehicles with gear if possible.
- Double check that you have all medical forms and permission slips

## Immediately before departure

- Review expectations about behavior with scouts
- Collect medications (in original containers with instructions, placed in a Ziploc bag labeled with scout's name)
- Say a prayer (A Scout is Reverent)