

BSA Troop 362
Howell, Michigan
Policies and Procedures
Revised 4/13/08

Troop 362 Policies and Procedures

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Introduction

These Policies and Procedures are not rigid rules, but provide guidelines for the operation of Howell, MI BSA Troop 362. We understand that with these guidelines we form the basis of our members' expectations, we must apply them using common sense and fairness. These are written for the benefit of the Adults leaders, Parents, Adult Campers and Scouts. They are implemented, followed and otherwise enforced at the pleasure of the Scoutmaster. Nothing herein should be understood to take precedence over any decision the Scoutmaster makes.

Membership/General Information

010--Scouts

Any interested boy who meets the membership requirements may register as a Scout in Troop 362. The Scoutmaster and Troop Committee may limit the number of new Scouts admitted each year to maintain overall troop size at a level that allows for a quality program, based on current membership, the number and quality of adult leaders, and anticipated membership losses. Entry is preferred in the period from September 1 through May 31, so that new members can attend summer camp. The Scoutmaster may modify or make exceptions to the entry policy to meet the needs of the troop. The troop always admits younger brothers of active members regardless of the present membership level.

030--Parent Involvement

There is no required involvement. However to maintain a well run organization the Troop does require volunteers. At a minimum we encourage at least one Guardian/Parent of each scout to try and attend Troop meetings. This minimum level of involvement improves the flow of communication which ultimately helps the Leaders. If at all possible we ask each scout family to try and volunteer some of their time for the betterment of the Troop. Positions of all different commitment levels are available.

040—Transportation Any adult providing transportation for Scout Activities must provide the troop with a copy of their current Proof of Insurance certificate AND be a registered Boy Scout Leader. Drivers may also be asked to sign a statement before each activity verifying that insurance is currently in effect. Seat belts MUST be used by all in vehicle. No one may be transported without a seat belt.

050-- Automobile Insurance

All Vehicles must be covered by automobile liability insurance with limits that meet or

exceed requirements of the State of Michigan. It is recommended that coverage limits are **AT LEAST** \$50,000/\$100,000/\$50,000. Any vehicle designed to carry at least 10 or more passengers is required to have limits of \$100,000/\$500,000/\$100,000.

060 – Campership Fund

This fund is used to financially assist scouts and registered leaders who may not otherwise have the financial resources available to attend scouting activities. Requests for consideration should be made to the Scoutmaster or Troop Committee Chairperson.

070 --Parent/Guardian Drop Off and Pick Up

When dropping off Scout for a scout activity, parent/guardian will wait until two adult leaders are present before leaving. Scout is expected to be picked up promptly at the Scout Activity closing time so that adult leaders may also depart promptly. Any Scout still present when all others have been picked will have the guardianship of 2 adult leaders until his parent arrives. Under no circumstances will a Scout be allowed to stay by himself.

Scouts

110 Paperwork Required

- Boy Scout Application
- Troop Policies Acceptance signature page
- Scout Personal Data Form
- Youth Health History (Short Term Form) Class 1
- Personal Health and Medical Record (long term form – class2)

112 Medical Forms

All Scouts must have a current Youth Health History form on file with the troop to participate in Scout Activities. Forms are valid for a one year period. Once the form has expired, the Scout will not be allowed to attend any Scout Activities until a current form is submitted. The troop must be informed of any changes in the Scouts medical condition. A Class II medical form requiring a physical, must be on file with the troop for any activity that is longer than 72 hours in duration. This form is valid for three years from date signed by physician. A Class III form requiring a physical and valid for one year, must be on file for any High Adventure or National Jamboree activity.

114 Permission Slips

Scouts will be required to turn in permission slips to attend activities other than normal weekly meetings. They are to be turned in along with payment, if applicable, during the patrol business meeting by the date specified on the permission slip. Slips and payments turned in at the end of the troop meeting may

not be accepted as this delays the Patrol Scribe, Troop Scribe and adult leaders recording process. Failure to turn in permission slip and payment by due date may result in the Scout being unable to attend the activity. Any Scout who cancels after the permission slip is turned in may forfeit any payment due to expenses that have already been incurred.

115 Dues

Dues are collected to help fund the operating costs of the troop. The cost for events are not covered by the dues. These charges are assessed on a “per event” basis. Yearly dues are due September 30th. Payment can be made using cash, check- made payable to BSA Troop 362. Existing Scouts will owe \$30.00. Each additional sibling will owe \$25.00. A Scout who serves the troop as Junior Assistant Scoutmaster will pay no dues as he is serving the troop as an adult leader. Joining dues for new Scouts are no more than \$50.00. See following explanation.

Our troop year begins September 1st

\$20.00 is fixed amount for equipment fees for all boys joining whether they have a sibling in troop or not. Remainder of dues is pro-rated based on joining date. *The month a boy joins is counted as his first month regardless of when he joins in that month.* Count through May for pro rata amount. If he joins June-August, he pays only the fixed amount of \$20.00.

Month Joined	Fixed Fee (All New Joiners)	Pro Rata Amounts		TOTAL	
		First Scout	Each Additional	First Scout	Each Additional
September	20.00	30.00	25.00	50.00	45.00
October	20.00	27.00	23.00	47.00	43.00
November	20.00	23.00	20.00	43.00	40.00
December	20.00	20.00	17.00	40.00	37.00
January	20.00	17.00	14.00	37.00	34.00
February	20.00	13.00	11.00	33.00	31.00
March	20.00	10.00	8.00	30.00	28.00
April	20.00	07.00	5.00	27.00	25.00
May	20.00	03.00	2.00	23.00	22.00
June, July or August	20.00			20.00	20.00

For example, if you have 2 brothers in the troop who joined in February, the total dues owed would be \$64.00. The following September and for every September to follow, annual dues would be total of \$55.00 for both boys.

Any Scout who has not paid his dues by September 30th will not be allowed to attend any Scout Activities except regular weekly meetings until dues are paid. In cases of financial hardship the Troop encourages the parent/guardian of the scout to request from the Committee Chairperson some financial help from the Troop Campership Fund. If dues are otherwise not paid by December 31st the scout will not be allowed to attend ANY Scout Activities INCLUDING meetings & will not be rechartered in February. **Upon request**, by parent/guardian of Scout who is leaving the troop, whether it be to another troop or leaving Scouting altogether, a pro rata share of annual dues will be refunded to the parent/guardian provided that request is made within 6 months of Scout leaving the troop. After 6 months, NO refunds will be made.

120 Uniforms

BSA Troop 362 is a uniformed Troop.

Class "A" uniform consists of:

- Membership Card
- Boy Scout Handbook
- Official BSA tan shirt with proper current insignias
- Official BSA olive green trousers/shorts
- Official BSA green web belt or leather belt with Scout belt buckle
- Troop neckerchief and slide. Special neckerchiefs may be worn as approved by the Scoutmaster.
- Official BSA green socks
- Troop 362 beret

Class "B" uniform consists of:

- Membership Card
- Boy Scout Handbook
- Troop 362 T-Shirt
- Troop Beret or any other headwear approved by the Scoutmaster.

Class "C" uniform consists of:

- Membership Card
- Boy Scout Handbook
- Official BSA tan shirt with proper current insignias
- Official BSA olive green trousers or shorts
- Troop Beret, Troop Baseball cap, or other BSA headwear.

Class "A" uniform is to be worn unless advised otherwise. For campouts or events, the class of dress ("A", "B" or "C") shall be designated on permission slips. Scouts arriving at events or campouts not having all components of a designated uniform will be sent home to get them without exception.

130 Conduct and disciplinary action

Each Scout is expected to conduct himself in the highest standards in accordance with the Scout Oath & Law. Misconduct or repetitive inappropriate behavior will not be tolerated and will be recorded and remain in the troop records. Examples of unacceptable behavior and misconduct include fighting, profanity, purposeful destruction of troop equipment, safety violation leading to the endangerment of others or self-including failure to follow instructions and willful disobedience. If the boy himself cannot alter such behavior, measures may be taken by youth and adult leadership to assure that the group is not adversely affected. The following steps will be taken:

1st Offense

Temporarily separating the Scout from the group during Scout Activity, until the Scout gets himself under control. The Scoutmaster, an Assistant Scoutmaster, and the SPL will talk to the boy about his misconduct and advise him regarding what further disciplinary action will be taken if his behavior is not modified. The Scoutmaster, an Assistant Scoutmaster, and SPL will discuss infraction with the parent/guardian when the Scout is picked up.

2nd Offense

Removal from the Scout Activity. Parent/Guardian will be required to pick up Scout or arrange for transportation home from the activity. Based upon the nature of the incident, they may also be banned from the next Scout Activity(ies) upon the discretion of the Scoutmaster, an Assistant Scoutmaster and the SPL. Parent/Guardian will be fully informed verbally and in writing of actions and consequences. Fees paid for Scout Activity(ies) from which he has been banned will not be refunded.

3rd Offense

Same as 2nd offense except a special meeting will be called which will consist of Scout, Parent/Guardian, Scoutmaster, an Assistant Scoutmaster, Committee Chair, ASPL, and SPL to discuss dismissal from troop.

If the infraction is of a more extreme nature including but not limited to possession of, use of, or threatening with a weapon of any kind and possession of, or use of illegal drugs/alcohol/tobacco, the behavior will result in the immediate expulsion from the troop at the discretion of the PLC, Scoutmaster and the Troop Committee.

140 Commitment and Involvement

The troop depends on regular attendance at Scout Activities. Regular attendance is

necessary for your Scout to benefit from the Scouting program and advance in rank. A Scout must be in good standing and attend at least 50% of all Scout Activities within the previous 12 months prior to an outdoor or special event in order to be eligible to attend that event. Scheduling conflicts need to be brought to the appropriate leadership.

150 Advancement Policy and Procedures

After finishing all requirements for each rank, including the Scoutmaster conference, there are established guidelines to follow to be promoted to the next rank.

Failure to follow each of the necessary steps will result in failure. It is the desire of the Committee, whose is responsible for determining promotion, to promote each Scout, however, failure to follow the procedure carefully can delay the rank advancement by at least one month.

First, and most importantly, advancement is the responsibility of each scout. The program is designed to allow each scout to advance at his own pace. By completing this Scoutmaster conference, you have proven that you are knowledgeable of everything necessary to be advanced. Your Scoutmaster is recommending to the troop committee that you be advanced. A panel of troop committee members at your Board of Review will make the final determination.

Rank Advancement

The tracking tool for rank advancements is the Boy Scout Handbook. At the completion of any requirement, the Scout will take his book for a signature from any of the leaders approved to sign off on rank advancement requirements. The persons approved to sign off on these requirements are the Scoutmaster, Assistant Scoutmasters, and a Life Scout or above that has been approved by the Scoutmaster. Committee members are not allowed to sign off on rank advancement requirements.

In the course of the Scouting year, many of the requirements for Tenderfoot, Second Class, and First Class are covered at weekly meetings or monthly outings. It is the Scout's responsibility to approach an approved source to have the requirement signed off. If a leader is not approached for a signature, the scout may be required to redo the requirement. We will not enlist scouts to come forward with their handbooks for signatures.

In an effort to maintain a backup record of the Scout Handbook, the Advancement Chair keeps an updated record of each Scout's progress. On a regular basis, the Assistant Scoutmaster assigned to each patrol updates the advancement records. It is critical that

these records be kept up to date by the ASM, as they are the documents used to determine whether a Scout is eligible for a Board of Review by the Troop Committee.

152 Board of Review

After gaining signatures for each requirement for a particular rank, the Scout can sign up for a Board of Review. **The advancement records must be updated before the end of the meeting prior to the scheduled Board of Review. Now that you have completed all the requirements for your rank, including the Scoutmaster Conference, please take your book to your Troop Patrol Advisor and have him make sure the Troop's advancement records are up to date.** The sign up sheet for Boards is available at all weekly meetings. The dates for Board of Reviews can be found on the Troop calendar.

When sitting for a Board of Review the Scout must be in Full Class A uniform. If **ANY** piece of the uniform is missing, the Scout will be turned away and can sign up for the following month's board. They are not allowed to return the same evening. Full Class A includes the Boy Scout Handbook **and** membership card. For a complete list of the components of the Class A uniform, please refer to other pertinent troop handouts.

During the Boards, a Scout will meet with a minimum of three committee members. The committee will ask questions relating to the Scout's experiences. Each prospective candidate should be prepared to demonstrate knowledge of the necessary requirements along with a grasp of the values associated with Scouting. At the conclusion of the Board, the candidate will be asked to leave the room to allow the Board to make a recommendation for advancement. After arriving at their decision, the Scout will be called back into the room and the decision will be announced. If for some reason the Board recommends not advancing a Scout, specific information will be given as to what needs to be done in the future in order for the Scout to advance. This will be followed by a written communication from the Advancement Chair.

154 Board of Review- Part II

To improve the efficiency of the boards, we are trying to make sure that everyone understands the purpose of the Boards. There have recently been some questions by Committee Members about what the underlying purpose is. As better definition of the BOR's purpose is laid out to them, I felt it would be helpful to let all the scouts know what is expected of them.

The scout should understand that the primary purposes of the Board of Review are:

To ensure that all rank advancement requirements have been satisfactorily met.
To determine the type of experience the Scout is having in our unit and within the Scouting program.

To discuss the ways that the core principles of scouting are being incorporated into your daily life.

It is incumbent upon each Scout sitting for a Board to *be prepared* to discuss all of these purposes. To a degree, the Scout is there to “sell themselves” for promotion. There are a number of analogies that can be drawn to illustrate this process. Perhaps the best analogy is to think of the BOR as an interview. The Scout should come prepared to openly discuss the requirements completed for the rank, how they believe the requirements have benefited them in and out of scouting, what they enjoy about our Troop, what they would like to see done differently, and what their plans for future advancement are.

Additionally, the scout should have an increasing knowledge of the core principles of Scouting. **Some time and thought should be spent prior to sitting for the Board as to specific examples of how their life is incorporating the 12 points of the law into their life, how they are living according to the Scout Oath, why the Outdoor Code is important, et cetera.** For example, the third point of the law is “A Scout is Helpful”. A Scout should be able to cite specific examples of how they have done something helpful in the recent past- in Scouts, at home, at school, or at church.

Finally, as a Scout advances, there should be an increasing awareness of the history of the Scouting program. They should know a little of the history of Lord Baden Powell, Ernest Seton Thompson, and perhaps some famous Scouts. This will play an increasing role in rank advancements for Star, Life, and Eagle. It would be helpful to have a sense of the commitment Scouts have had throughout our history in Service to God and Service to Country, and to evaluate their time in the service of others.

156 Merit Badges

The process for completing a merit badge that interests the scout is as follows:

Obtain a blue merit badge card from the Scoutmaster, fill it out then have card signed by Scoutmaster.

Get a list of approved merit badge counselor from the District Merit Badge List. The Advancement Chair has the approved counselor list.

Complete the merit badge requirements under the supervision of the approved counselor. Remember, this must be done using the buddy system.

After having the blue card signed by the counselor and the Scoutmaster, give one copy to the counselor, one to the Troop Advancement Chair, and keep one for the Scout’s own records.

As a reminder, our Troop has a library with merit badge books that can be checked out for use. Make sure the copy of the book is current with the updated requirements. The National office makes changes to merit badges, as they deem appropriate.

When acquiring names of approved counselors, adult registered leaders from our Troop will be listed first. If none are available, then local approved counselors from the Howell/Brighton area will be given first. It should be very rare that we cannot find an approved counselor for any of the merit badges.

It has always been a tradition in Troop 362 that, if at all possible, parents of Scouts not counsel their own children for merit badges. Exceptions to this rule are made only when all other reasonable options have been exhausted. This decision will come at the discretion of the Advancement Chair in union with the Scoutmaster and Committee Chair.

Merit badges are awarded to Scouts only at Court of Honors. After having earned a total of six merit badges, the Scout may wear a sash at the Court of Honors. The troop does not provide the sashes. They can be purchased wherever you buy uniforms.

160 Leadership

Scouting teaches leadership. And the only way to learn leadership is to practice it by holding leadership responsibilities. As Scouts mature in the troop, they become directly responsible for the development of the younger Scouts. Scouts plan, execute, and evaluate the troop program, under the watchful guidance of the Scoutmaster. All Scouts serve in their leadership position at the pleasure of the Scoutmaster.

The two most important troop positions (Senior Patrol Leader, ASPL,) are elected by their peers to Twelve-month terms. Troop elections occur in spring (usually in May). The Senior Patrol Leader is chosen by secret ballot or secret show of hands of the entire troop (more than half the active Scouts must be present). If no candidate receives a clear majority, the troop will immediately hold a runoff election between the top two vote getters. The runner up in votes becomes the ASPL. Patrol Leaders and APL's are elected in a similar manner by the members of their patrol. Patrol Leaders are elected to six-month terms with elections being held in February and June.

Senior Patrol Leader

The troop is led by its elected Senior Patrol Leader (SPL). He chairs the Patrol Leader Council and leads meetings and outings. The SPL normally serves only one twelve-month term.

Assistant Senior Patrol Leader

The Assistant Senior Patrol Leaders (ASPL's) assist the SPL

Troop Guide

The Scoutmaster appoints the Troop Guide. The Troop Guide works with the younger Scouts Patrol.

Patrol Leader

Each patrol is led by its elected Patrol Leader. He represents his patrol on the Patrol Leader Council, which plans troop programs and activities. Patrol Leaders are elected to twelve month terms.

Venture Patrol Leaders

The Venture Patrol elects its own Venture Crew Leader, who functions as the patrol leader of the Venture team

Instructor

The Scoutmaster appoints instructors. Each instructor is responsible for teaching in one or more skill areas. The instructors serve at the pleasure of the Scoutmaster, based on performance and active service.

Junior Assistant Scoutmaster

Each JASM has responsibilities similar to the adult Assistant Scoutmasters. The JASM serves at the pleasure of the Scoutmaster, based on performance.

Other Officers

Den Chiefs are requested by the Cub Scout pack, subject to Scoutmaster approval. They serve at the pleasure of the Cub Scout pack. The SPL and ASPL appoint the troop Scribe, Quartermaster, Librarian, Historian, Troop Guide for Colors, and Chaplain Aide. These officers have duties as described in the Scout Handbook and Scoutmaster Handbook, and they serve at the pleasure of the SPL, normally for one or more six- month terms and must have Scoutmaster approval.

170 Troop Equipment

Any troop property, such as food bins, coolers, tents, stoves, etc, that have gone home with a Scout for cleaning or to be put in proper order or condition must be returned by the **following troop meeting** unless told otherwise by the Scoutmaster. Scout will be required to go home **immediately** to get item/s if they are forgotten. If item/s have been lost or abused the Scout will have to pay to have the item/s replaced. The Troop Committee will let the Scout family know the cost of the item/s that need to be replaced and payment must be made to the troop to replace item/s. Payment may be made in cash, check, or out of the Scout's personal account, if he has one.

180 Fund Raisers

All Scouts are expected to participate in all fund raisers that are for the Troop Treasury. If unable to participate due to extenuating circumstances, then permission to miss the event must be obtained from the Scoutmaster and/or Troop Committee Chairperson. The Scoutmaster and Committee Chairperson can impose a consequence for the failure to participate. The consequence can be the imposition of a fine , the denial of Scout participation in certain events or both. Participation in fund raisers for Scout Account is optional but strongly encouraged so that they learn the importance of earning their own way.

190 Personal Accounts

Scout accounts are set up to provide the boy with earned money from troop provided fundraisers. This money can be used for any Scout related expense. If a boy leaves the troop and DOES NOT join another BSA unit: All monies in his account will be transferred to the Troop 362 Campership fund. If for any reason a check is returned for insufficient funds the scout will be responsible for amount of the check and any fees charged to the troop by our bank.

If he leaves the troop and joins another BSA unit:

His money will be transferred to that unit provided written notification giving the Troop # and address be made. The check will be made payable to the new Troop and mailed. Notice of transfer **MUST BE MADE** within 6 months of the Scout leaving Troop 362! **Checks will not be made payable to any individual.** If no notification is received within 6 months, then monies will be transferred to the Troop 362 Campership fund.

Adult Leaders

210 Paperwork Required

- BSA Adult Leader Application
- Adult Personal Data Sheet
- Adult Health History (Short Term Form)
- Doctor Physical (*Class 2 under age 40, Class 3 age 40 and over*)
- Troop Policies Acceptance Page

211 Troop Adult Uniform requirements

Please refer to **120** for all uniform definitions.

- Scoutmaster and Assistant Scoutmaster are required to follow the same uniform requirements as the scouts for all events and meetings.
- Committee members are not required to wear uniforms but are but are encouraged to do so.
- Any adult attending summer camp must adhere to all Troop 362 uniform dress requirements in their entirety.

220--Adult Leaders Assistant Scoutmasters/Scoutmasters

Any interested adult who meets the membership requirements may be commissioned as Scoutmaster or Assistant Scoutmasters in Troop 362. All leaders must register with and be commissioned by the Boy Scouts of America, and all must be approved by the chartered organization, the troop committee chairman (in consultation with the troop committee), and the Scoutmaster. Certification is based on the standards of the Boy Scouts of America for youth leadership.

230--Troop Committee Members

Any Scout parent or other interested adult may register as a leader on the Troop Committee, subject to the approval of the chartered organization and Troop Committee Chairman (in consultation with the troop committee).

240 Overall Ethics and Conduct

Adults who join the troop as leaders are expected to adhere to the rules and regulations as outlined within the Boy Scouts of America Adult Application. With the exception of Registered Merit Badge Counselors using firearms or weapons for instructional purposes, Adults, registered or not, may NOT carry or use:

- firearms or weapons of any kind.
- alcohol
- illegal drugs
- tobacco products

while with the troop during any Scout Activities.

250 Organizational Relationship of Adult Leader Positions

General-All Adult Leaders serve at the pleasure of the chartered organization. The chartered organization may remove any adult leader, in accordance with BSA policy. In general, the chartered organization leaves such actions within the troop, stepping in only when necessary.

Scoutmaster-The Scoutmaster serves at the pleasure of the chartered organization and troop committee. He may be removed only by joint action of the chartered organization and troop committee. If an election is held for the position of Scoutmaster the PLC shall have the SPL present to vote in their behalf and shall have one vote.

Election process: One month prior to the election of Scoutmaster all candidates must submit a resume to the committee, the PLC and the Scoutmaster staff. A general election for Scoutmaster will take place in May. At that meeting each candidate will have an opportunity to address all present with a 5-minute speech outlining his goals and aspirations for the troop. After which there will be a question and answer session prior to a vote. The Scout body headed by the current SPL will have one vote, all adults in leadership will have one vote each. If a tiebreak vote is needed it will be the vote cast by the Committee Chair. The Scoutmaster elect will take his position at the beginning of the next scout year.

Assistant Scoutmaster-Assistant Scoutmasters serve at the pleasure of the Scoutmaster and troop committee. They may be removed only by joint action of the Scoutmaster and troop committee. This does not preclude the Scoutmaster's authority to dismiss a leader from a troop activity for cause, pending later action of the troop committee.

Chartered Representative-The Chartered Representative serves at the pleasure of the Institutional Head. He may be removed by action of the chartered organization, or by request of the troop committee to the chartered organization.

Committee Chairman-The committee chairman serves at the pleasure of the chartered organization. He may be removed by action of the chartered organization, or by request of the troop committee to the chartered organization.

Committee Member-Troop committee members serve at the pleasure of the committee chairman. They may be removed only by joint action of the committee chairman and the troop committee.

Parent of Scout-Parents of currently active Scouts are normally permitted full access to troop activities, with the exception of certain activities that have adult participation restrictions. Parent /Adult Campers are expected to follow the guidelines in Section 320 of this handbook. The Troop Committee Chairman or Scoutmaster may restrict parent participation or remove all participation privileges in special situations (court-ordered custody restrictions, legal convictions, etc) or as necessary for the safety and well being of the Scouts.

260 Troop Committee Meetings

The troop committee generally meets once per month or as needed. The Committee Chairman plans the agenda. Attendance is open to troop committee members, ASM's, adult leaders, and all interested Scout parents. The Scoutmaster needs to attend to present the plans and needs of the troop as decided at the PLC meeting. If the Committee Chairman is unable to attend a meeting he/she will appoint a designee to run the meeting.

270 Training

Adult participation is available at many levels. Each adult must determine his/her own level. It is hoped that all parent/guardians help and participate in some capacity. Any registered adult leader who takes Outdoor Leadership Training (OLS) will be reimbursed for fees incurred upon completion of training. All other adult leader training will be at the expense of the adult. Scoutmaster, Assistant Scoutmasters, and Committee Chair are required to complete Basic Leader Training within 18 months of becoming a leader. All registered leaders are required to take Youth Protection Training (YLT) and register training with the membership chairperson. (YLT is available online at <http://www.scouting.org>) The Committee Chairperson must approve any exceptions to the training requirement.

Adult Campers

310 Paperwork Required

- Adult Camping/Activity Form (one per scout year)
- Class 1 Health and Medical History (good for 1 yr)
- Class 2 Health and Medical History if outing exceeds 72hrs in duration
- Class 3 Health and Medical History if outing is over 72 hrs and Adult camper is 40 years old or older.

320 Role and responsibility

Adult/Parent involvement is encouraged however for the safety of our Scouts and yours we require the following:

- Complete Paperwork (See 310 above)
- You leave and return with the troop.
- You will be included and considered part of the Old Goat Patrol (Adults) meaning that you MUST participate with the Scouting Program. Examples

include (but not limited to); Lining up for all formations, following of set up/take down camp procedures, cooking/cleaning/eating and generally helping out with activities

- You **MUST** have a registered leader with you at all times when you are in the company of scouts. This is called two deep leadership per the BSA Youth Protection policy
- Any and all medication will only be given to any Scout by the Troop Medical Officer.
- NO Smoking in camp or around Scouts
- NO Alcohol
- NO Fire Arms
- NO Drugs

Questions or concerns regarding this policy should be discussed with the Scoutmaster.
PLEASE UNDERSTAND THAT FAILURE TO COMPLY WITH THIS POLICY CAN RESULT IN THE EXPULSION OF THE ADULT CAMPER AT THE DISCRETION OF THE LEADER IN CHARGE OF THE ACTIVITY.

Troop 362 Policy Confirmation and Acceptance Page

I/We confirm receipt of the BSA Troop 362 Policies and Procedure Handbook as revised and implemented on 12/1/04. I understand and accept them as the governing Policies of the organization.

Print Name _____

Signature _____ **Date:**

Print Name _____

Signature _____ **Date:**

Print Name _____

Signature _____ **Date:**

Notes:

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