

## *Camp Long Lake*

# OFFSEASON CAMP POLICIES

The Potawatomi Area Council Risk Management and Camping committees have established the following Camp Long Lake policies to assure that campers, visitors, and other guests have a safe and positive experience.

The Campmaster and/or Camp Ranger will monitor camp activities and remind campers of these policies as necessary...violations of "Camp Policy" may result in removal from the camp premises, and subsequent incident reviews by the appropriate council officers.

**Vehicles in Camp.** Please check in with the Campmaster or Camp Ranger before going to cabin or campsite. Two vehicles will be allowed to drive to their cabin/site, providing they park in the proper area. If unsure where to park, ask the Campmaster or Camp Ranger. Please stay off the grass. Display the 30-minute driving pass in the window. All vehicles are to be returned to the Camp Parking Lot within 30 minutes. Failure to abide by these rules could result in forfeiture of all or part of your deposit. A minimum of \$25 could be forfeited, from your deposit, per violation of the Driving Policy. This policy is necessary for the safety of everyone in camp, to reduce wear on the camp property, and to maintain a Scouting environment. Due to camp road conditions, driving may be limited to restricted areas deemed by the Campmaster or Camp Ranger.

**Persons with Disabilities.** The Potawatomi Area Council is not *required* to make vehicle accommodations for persons with disabilities. The use of a vehicle in camp by a person with disabilities will be allowed under the following conditions:

- Must apply in writing one month prior to camp visit
- Must possess a State issued disability sticker or licenses if unable to walk at camp
- Must receive written permission from the Risk Management Committee

**Tent Campers, RV's, Pop-Ups, Etc.** Camp Long Lake is intended to function primarily as a facility for youth and adult "tent camping." The use of recreational vehicles will be restricted to the camp parking lot. There are no hookups at Camp Long Lake.

**Pets In Camp.** Scouters, families, guests, and visitors to Camp Long Lake are not to bring pets to camp. No pets are allowed beyond the camp parking lot. Pets are NOT to be left unattended in the parking lot on a leash. Exceptions to this policy must be requested in writing to the Council Camping Committee 30 days prior to the date of the requested exemption.

**Alcohol, Drugs, and Tobacco.** Alcohol (beer, wine, liquor) is not permitted on Boy Scout property. Also, while responsible for Scouts, adults should not be under the influence of such items. Adults who are found to be in possession of, or under the influence of, alcohol or illegal drugs may be asked to leave camp. According to Youth Protection Guidelines, such instances will be reported to the Council Scout Executive for appropriate action. Scouts found in possession of, or under the influence of alcohol, drugs, and/or tobacco will also face appropriate

legal/disciplinary action. It is the policy of the Boy Scouts of America that no one under the age of 18 years may possess or use tobacco products. This includes cigarettes, cigars, pipes, snuff, and chewing tobacco. Additionally, adult leaders may not use tobacco products at any time when they are in the presence of Scouts. Along those same lines, adults are cautioned regarding the language they use in front of Scouts...we must always remember that Scouts look up to adults and often pattern their behavior after them. The use of tobacco products is not allowed in any of the public buildings/facilities at camp. A designated smoking area is available behind the Boes Reception Center.

**Two-Deep Leadership.** For all trips and outings Scout units (Packs, Troops, Crews, etc.), must have two registered adult leaders, or one registered adult leader and a parent of a participating Scout, one of whom must be at least 21 years of age or older. For Cub Scout packs on an overnight, at least one adult leader must be BALOO (Basic Adult Leader Outdoor Orientation) trained. There are a few instances, such as patrol activities, when no adult leadership is required. Coed overnight activities require male and female leaders, both of whom must be 21 years of age or older.

**Separate Accommodations.** When camping, no youth is permitted to sleep in the tent of an adult other than his own parent or guardian. Male and female leaders require separate sleeping facilities. Married couples may share the same quarters if appropriate facilities are available. Male and female youth participants **will not** share the same sleeping facility. When separate facilities are not available, separate times for male and female use should be scheduled and posted for showers.

**Single-Room or Dormitory-Type Accommodations.** Adults and youth of the same gender may occupy dormitory or single-room accommodations, provided there is a minimum of two adults and four youth. A minimum of one of the adults is required to be youth-protection trained. Adults must establish separation barriers or privacy zones such as a temporary blanket or sheet walls in order to keep their sleeping area and dressing area separated from the youth.

**Respect of Privacy.** Adult leaders must respect the privacy of youth members in situations such as changing clothes and taking showers at camp, and intrude only to the extent that health and safety require. Adults must protect their own privacy in similar situations.

**Liquid Fuels.** Liquid fuel policies of the Potawatomi Area Council and the Boy Scouts of America permit the use of white gas and pressurized fuels for camp stoves, lanterns, etc. These policies require that all fuel use be done only under the direct supervision of an adult and that bulk quantities of liquid fuels (greater than a backpacking MSR bottle) be stored in a secured flammable storage facility. We have such a facility at the camp maintenance area and will make storage arrangements as needed.

**Emergencies At Camp.** In the event of a serious accident or illness while at camp, campers should advise the Campmaster and/or Camp Ranger of the situation. Maps to nearby medical facilities are available from either of the above individuals, as well as additional assistance as needed. The Campmaster and/or Camp Ranger will contact the Campbellsport Fire Department for emergency medical assistance when needed.

**First Aid.** Units must bring basic First Aid supplies with them to camp, and designate someone from their unit who will provide basic First Aid treatment. Units should also make certain that each camper has on file a standard Class 1 medical record form . . .and that parents have signed the bottom of the form giving permission for appropriate/as needed medical treatment. The Class 1 medical record form should be taken on all outings and field trips.

**Kitchen Policies.** For health and safety reasons, only fully trained and certified (by our Council), cooks and kitchen assistants will be allowed to use the Camp Long Lake Kitchen. This policy is specifically directed at non-summer camp use and has been developed by the Council Risk Management/Health & Safety Committee.

The Camp Ranger or his designee will conduct training for both the cooks and the kitchen assistants.

The "Head Cook" for each event will be reimbursed at \$200 for the weekend (pro-rated for less time or smaller group size), to include four meals and cracker-barrels. If a certified cook is not available for an event, the kitchen facility will not be used.

The "Head Cook" will work with the event chairman to plan menus.

The "Head Cook" will be responsible for cooking all meals, and the supervision of the kitchen and dining hall. This includes supervising kitchen assistants and clean-up. Only hired and trained cooks and assistants will be allowed in the kitchen.

Kitchen Staff (Head Cook & Assistants) duties will include food preparations and total clean-up at each event. It is recommended that there are at least three kitchen assistants.

Request for use of the Camp Long Lake kitchen should be made in writing on the reservation form.

**Open Toed Shoes.** Open toed shoes are not allowed at Camp Long Lake. Sandals or flip-flops are permitted only at the sandy beach and in the shower house. However, at all other times, closed toed shoes should be worn to prevent foot injuries.

**Please:** Use erosion control devices. Please stay on trails.

BA/bd December 2006 (camp.offseasoncampolicies.doc)



# WELCOME TO POTAWATOMI AREA COUNCIL'S CAMP LONG LAKE!

Located past West Bend in beautiful Northern Kettle Moraine State Forest! Come for the adventure, challenge, and just plain fun, camping in the great outdoors! Try the climbing tower, earn merit badges, swim, and have a good time!

## *Directions to Camp Long Lake:*

- *Take Interstate 45 North out of Milwaukee towards West Bend, WI*
- *Limited Access becomes two-lane highway near Kewaskum, WI (stay on Hwy. 45)*
- *Go a little over 7 miles past the second stoplight in Kewaskum; turn right on Highway 67 North*
- *Travel almost 4 miles and Highway 67 makes a sharp left turn in Dundee, WI*
- *Continue on for almost 3 miles and turn right onto Boy Scout Drive*
- *Within 1 mile you will come to the Camp Long Lake parking lot (camp driveway is a gravel road)*

Camp Long Lake  
N4350 Boy Scout Road  
St. Cloud, WI 53079

Phone: (920) 533-8258

Fax: (920) 533-8307

E-mail: [camplonlake@aol.com](mailto:camplonlake@aol.com)

Web site: [www.pacbsa.org](http://www.pacbsa.org)

Camp Ranger  
Mike "Shorty" Zindars  
[ranger@pacbsa.org](mailto:ranger@pacbsa.org)

**PLEASE! No Pets Allowed!**

