

# CAMP EMERALD BAY



## Leader's Guide 2016

Your guide to a great week at Camp Emerald Bay

## **Dear Scoutmaster/Unit Leader,**

Thank you for choosing Camp Emerald Bay as your 2016 Scout Summer Camp. We look forward to your arrival on Catalina Island. From the beauty of the surrounding hills to the incredibly clear waters of the bay and nearby coves, you will soon see why many consider this one of the finest camps in the United States.

Founded in 1925, Camp Emerald Bay has a rich history of servant leadership. Our vision as a staff is to help you and your sponsoring organization build men and/or woman of character in a fun and safe place. We are committed to providing each Scout a program that inspires them to have a genuine interest in protecting the environment, caring for their community, and growing into responsible adults.

Under your leadership Scouts are embarking on an adventure to explore opportunities unlike any other. This may well be their first time away from home. Your guidance will be vital to ensure a positive and rewarding outdoor experience. The camp staff is here to help you achieve success in your role.

By preparing for camp your Scouts will get the most out of their investment. We do ask that you act as a first source of information for the parents of your unit. This book should answer most of the basic questions but, if not, we will be holding a Leaders' Meeting in the spring where you can clarify any remaining questions.

You can also email us any time at [camping@bsa-la.org](mailto:camping@bsa-la.org).

The camp continues to build upon the tradition of excellence in servant leadership and will provide youth experiences that they can only have in the Boy Scouts and at Camp Emerald Bay. We are very excited about the summer of 2016, and look forward to serving any of your needs during your week at Camp Emerald Bay.

Sincerely,

Camp Staff 2016

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# ABOUT THIS BOOK

This guide is broken down chronologically into sections to help make your preparation for camp as straightforward as possible. We will hold a Leaders Meeting in the spring where you will receive additional information and paperwork to help you prepare for the summer. The meetings will be held in Newport and Van Nuys California. **We recommend you attend one. For those attending Camp from out-of-state locations the Van Nuys meeting will be videotaped and posted on the website ([campemeraldbay.org](http://campemeraldbay.org)) on March 9<sup>th</sup>, 2016.**

While this book will answer questions regarding the process leading up to camp, you may still need to speak with someone. Please feel free to contact the camping department of the Western Los Angeles County Council any time:

Phone (818) 933-0130

Email: [camping@bsa-la.org](mailto:camping@bsa-la.org)

Just as your troop completes warm-up hikes prior to a week-long backpacking trip, every troop meeting, cook-out, and camping trip helps prepare Scouts for a great summer camp. Please take a moment to read through this book to familiarize yourself and your Scouts with some of our program offerings. Please keep in mind that this book is just a guide and every Scout's summer camp experience should be unique.

**PLEASE NOTE:** High Adventure programs are separate from traditional program and require a separate registration before camp and a unique Leader's Guide. Please visit us on the web at [www.campemeraldbay.org](http://www.campemeraldbay.org) for more information.



## PRE-CAMP ADMINISTRATION

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## PRE-CAMP TIMELINE

**January 11th:** Payment of **\$100** per reserved camper with one Troop check payable to WLACC-BSA is due. If payment is not received your Troop's reservation may be cancelled. **From this point all payments are non-refundable.** As such, ensure all campers are still committed to attending camp.

*After January 10th the addition of Scouts to your reservation can only be done via this link:*  
[www.campemeraldbay.org/emerald-bay/summer-registration](http://www.campemeraldbay.org/emerald-bay/summer-registration)

**January 30th: Finalize travel plans** to and from the Port of San Pedro/Los Angeles. Departure location is under negotiation and will be shared immediately when solidified. *Camp Emerald Bay summer registration fees include the cost of ferry transportation to and from the Camp from the Port of San Pedro/Los Angeles. Transportation to and from the Port of San Pedro is the responsibility of the Unit.*

**March 7th: Payment of \$200 per person due.** Please make all checks payable to WLACC-BSA.

- Ensure that each Scout and leader has made arrangements to complete medical forms.
- Contact [camping@bsa-la.org](mailto:camping@bsa-la.org) for all registration changes.
- Begin program planning with Troop members.
- **Units must be paid in full by March 9<sup>th</sup> to receive the early bird pricing.**

**March 5th (Newport 9am and Van Nuys 2pm) Attend Spring Leaders' Meeting** (see Pg. 7). This is an opportunity to ask any final questions you may have prior to camp attendance. All final steps and required forms will be covered at this meeting, including:

- Information packets covering registration for classes and program schedules.
- Scuba and Rugged Adventurers programs/registration.
- Detailed Merit Badges and Schedule.

# PRE-CAMP TIMELINE (continued)

A number of responsibilities will fall to the Leaders for the purposes of planning and implementing a great week at Camp Emerald Bay. The following procedures you through the month leading up to your Troop's departure for camp and the first hours of your stay at Emerald Bay.

## One Month Before Camp:

- Payment—**Balance of all registration fees is due to WLACC-BSA at least 16 days prior to departure for camp. Troops with unpaid fees will not be allowed to board the boat.**
- Finalize camp program plans and advancement needs.
- **Make sure all Scouts are registered for Merit Badges via the online registration system.**
- All physical examinations should be completed.
- **Medical Forms and Permission Slips** are gathered by Scoutmaster and ready to be brought to camp. Medical Forms must be in the current form and not less than one year old. Medical Forms can be downloaded from [http://www.scouting.org/filestore/HealthSafety/pdf/680-001\\_ABC.pdf](http://www.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf).
- Troop Committee finalizes all transportation needs to and from the Ferry Terminal

## A Few Days Before:

- Send your Troop's SPL and a buddy to the SPL training (See Page 23), the Thursday before your arrival.
- Hold a personal pack and gear inspection using the **What to Bring to Camp** as a guide. **Please do not bring any external frame backpacks or bags larger than 14"x36"**.
- Make sure all troop equipment is ready for packing.
- Confirm all transportation plans to and from the Ferry Terminal.
- Print and fill out the Attendance Roster and Manifest, available on the website and in the Spring Leader Packet.

## Upon Arrival to Camp:

- **One Leader from each troop must be ready to disembark first and head immediately to the Opening Leaders Meeting.**
- Turn in all completed forms for review. (Permission forms, BSA Medical)
- Prepare the Troop SPL for an evening meeting in which he will plan your troop's week. This is much easier if your SPL has attended our SPL training program.

## Summer Camp Dates

EB 1: June 5—June 11	EB 2: June 12—June 18
EB 3: June 19—June 25	EB 4: June 26—July 2
EB 5: July 3—July 9	EB 6: July 10—July 16*
EB 7: July 17—July 23	EB 8: July 24—July 30
EB 9: July 31—August 6	EB 10: August 7—August 13

# Pre-camp Leaders' Meeting

Arriving prepared is the best way to ensure that your troop maximizes the opportunities for fun and adventure during its stay at Emerald Bay. To help you with any lingering questions, the Camp Emerald Bay staff hosts a Leaders Meeting in the spring. This meeting, held in two locations, is your opportunity to speak directly to the Emerald Bay team prior to arrival at camp. The Van Nuys meeting will be videotaped and a copy posted at [www.campemeraldbay.org](http://www.campemeraldbay.org) by March 9, 2016.

Troops can expect to receive hard copy of all forms. The forms and information will be posted online at [www.campemeraldbay.org](http://www.campemeraldbay.org).

## Leaders' Meeting Information:

### March 5th 9am—11:30pm

Newport Sea Base in Newport Beach  
1931 W.Coast Hwy, Newport Beach, CA

### March 5th 3pm— 5:30pm

Western Los Angeles County Council Office  
16525 Sherman Way C-8, Van Nuys, CA

If you have questions please contact Scott Gunn at [scott.gunn@scouting.org](mailto:scott.gunn@scouting.org). This meeting will be filmed and posted on YouTube and the [campemeraldbay.org](http://campemeraldbay.org) website.

## Required Documents

The following forms are required by all participants attending Emerald Bay. Please ensure your troop has each form ready for submission at the Opening Camp (in camp) Leaders Meeting.

### Troop Forms:

- **Merit Badge Sign-up:** No paper forms are needed, but please ensure all Scouts are enrolled in Merit Badge classes prior to camp attendance. Enrollment choices can be changed at any time while at camp.
- **Troop Insurance and Tour Plan:** A copy of your Troop's insurance (often provided by your Council) is required to attend. Please also make sure your Unit files a tour plan with your local Council.
- **Attendance Roster and Manifest:** Each troop must print and complete the roster and manifest prior to check-in at the boat. Troop will not receive boarding passes until this is completed and received by the designated staff member.

### Individual Forms:

- **Health Forms:** The Boy Scout Annual Health and Medical Record must be completed in its entirety for **ALL** Emerald Bay participants. Please ensure each Scout and Scouter has completed the form and attained the required physician physical within 12 months of attendance. The current health forms can be downloaded at:
  - [http://www.scouting.org/filestore/HealthSafety/pdf/680-001\\_ABC.pdf](http://www.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf)

# Required Documents (continued)

If you have a scout who will leave camp early you must have **Pre-camp release form\***

- **Pre-Camp Release Forms\*\*:** A form to be signed by parents and/or guardians on behalf of all youth participants prior to or immediately upon their arrival in camp. Provides a firearms permission and release, consent to full program, rules of the camp, and an exculpation and indemnity provision. The firearms section is required for all Scouts who wish to participate in a shooting sports activity

\*Members of the Christian Science faith must have a written statement from a licensed health care practitioner attesting to their health and must complete a request for religious exemption from medical care and treatment from. This form is available at your local Council office. If you opt for this, you must still complete the self-evaluation portion of the medical form.

\*\*A separate Release Form for all adults is also required.

## WHAT TO BRING

### TOILET KIT

Toothpaste and Toothbrush\*  
Soap and Shampoo\*, Medication (if needed)  
Bath Towels/Washcloth  
Deodorant\*, Shaving Gear

First Aid Kit—**All troops should bring First Aid Kits**

Comb  
Sunscreen\*—**VERY IMPORTANT**  
Chapstick\*

### MISCELLANEOUS

O/A Sash, Camera  
Flashlight Batteries\*, Compass\*  
Scout Knife\*, Water Bottle\*

Daypack\*  
Watch  
Mask, Snorkel, Fins (rentals available)  
Fishing Tackle (camp does not provide)  
Spending Money—\$75-85 recommended  
An additional \$25 if the Scout plans to take  
Shotgun Merit Badge

\* Can be purchased from the Ship's Store



# CAMPING GEAR

Sleeping Bag

Duffel Bag (With name & Troop #)

Rugged E and Rugged C participants may wish to bring a light weight backpacking tent -or equivalent- as they will spend several nights at primitive camp sites.

!! All separate items (camp chairs, sleeping bags, Troop and Patrol boxes, flags, etc.) brought to camp must be marked with Troop Number!!

\* Can be purchased from the Ship's Store

# CLOTHING

Scout Uniform (Field) required for travel and evening meals

Pajamas Sweater/Jacket\*

Hat or Visor\*, Jeans

T-Shirts (min. 3)\*, Shorts (min. 2), Swim Suit

Hiking Shoes, Tennis Shoes

Water Shoes/Old Tennis Shoes

Socks (min. 4 pair)

Undergarments (min. 6 pair)

# THINGS TO LEAVE AT HOME

Valuables

Water Balloons

Firearms

Boats

Matches

Radios

Comic Books

Large/Illegal Knives

Gang Paraphernalia

Illegal Substances

Water Guns

Fish Spears

Boogie Boards/floaties

Fireworks

Music Players

Pornography

Framed Backpacks

Tablets

Alcohol

Pets

Bikes

Ammunition

Footlockers

Televisions

Jewelry

Cell Phones

Fuel/Lanterns\*

\* Lanterns are available for rent from the Ship's Store.

# GETTING TO CAMP

As part of the registration fees Camp Emerald Bay charters a ferry to take you and your Scouts to and from camp. **Camp Emerald Bay assumes no responsibility for transportation to and from the ferry terminal.** Troops traveling by plane to Los Angeles should fly into LAX or Long Beach airport and arrange transportation with Super Shuttle ([www.supershuttle.com](http://www.supershuttle.com)) or another transportation service. **Units or individuals that drive can park at the terminal. Parking will be anywhere between \$12 and \$15 per day, with no weekly rate. Free parking is available (no security is provided) in the parking lot which serves the Ports O' Call restaurant, about 2 miles Northwest of the terminal. Drivers can arrange with each other to car pool from there to the Terminal.**

Terminal Location: TBD. All troops depart from the Port of San Pedro A map as well as check-in times will be provided in the Spring Leaders' Packet.

**Dress Code: In accordance with Boy Scout policies, all troop members are in Field (Class "A") Uniforms for the duration of travel to and from Camp Emerald Bay.**

**Boat Details:** All boats are Coast Guard certified passenger vessels that make for a quick, clean, and safe journey. Participants may be brought directly to the Emerald Bay dock or taxied from the vessel to the dock at Emerald Bay via shore boats. In the event shore boats are used, all gear will be passed onto a floating barge that will then be guided to the docks for unloading. **We ask that all Scouts listen to instructions over the camp P.A. system and assist us in the unloading of gear.**

**Luggage:** We highly recommend all participants use a duffel bag no larger than 14" X 36" at a maximum weight of 50 lbs. Please remember that others will be handling your bags to unload them from the boat. **External frame backpacks are prohibited as they can break and/or cause damage to handlers.** Any breakable items should be kept in a separate carry-on item. Please do not tie anything to your bag or tie any bags together as it could harm those who are unloading the luggage. **We request that troops mark all luggage with their Troop Number and Council initials on duct tape so it is easy to identify the bags. Please make the markings large and obvious.**

## ALTERNATE TRANSPORTATION

There are times when troops must arrange to have alternate transportation to and from camp. While this practice is not common, Camp Emerald Bay is happy to work with troops who need to arrive early or late due to religious or unavoidable circumstances. Please contact us at [camping@bsa-la.org](mailto:camping@bsa-la.org) if your troop must make alternate transportation arrangements.

**Participants with personal boats:** Camp Emerald Bay does **not** provide moorings for personal boats. If you would like to bring your boat you may contact the Two Harbors Harbor Department at **310-510-4253**. Loading and unloading at the camp dock is allowed in most circumstances but all vessels must first contact the Emerald Bay waterfront on marine channel 68 for approval.



## IN-CAMP ADMINISTRATION

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## THE FIRST DAY

The adventure continues the second you step off the boat at Emerald Bay. The first day's activities will set the tone for your Troop's week at camp. Make sure to ask plenty of questions and please have your Senior Patrol Leader prepared to sign your troop up for the week's activities. **We recommend your SPL attend the SPL training which starts the Thursday before your troop comes to camp.**

### First Day Activities

**Adult Leaders' Meeting (required):** When the boat arrives at Emerald Bay one adult leader from each Troop should attend the Opening Leaders' Meeting in the Helm (staff will be available to show you the way). The time for the in-camp Leader's meeting will be announced at the pre-camp Leader's meeting. Be ready to bring your troop's signed forms with you. The Camp Director and a team of staff members will cover important camp information and answer questions about your week at camp. We will also review camp policies and procedures and detail the rest of the day's schedule.

**Ranger Introduction and Gear Line:** Your troop will be assigned a Ranger, or Troop Guide, to work with your SPL in order to ensure your troop gets the most out of their Emerald Bay experience. The Ranger will gather your troop as you exit the docks and walk you through the process of unloading gear.

**Round Robin:** Camp Emerald Bay's Area Directors are on hand at this event to welcome everyone to camp and give an orientation at our campfire circle. We will cover camp rules, area introductions, and important information. From here your Troop will be dismissed and shown to your campsites where a campsite host will welcome you and help with the move-in process.

**Emergency Drill:** Once your troop has moved into their campsites you will hear the camp siren (a loud wailing sound) announcing an emergency drill. Please be prepared to bring your Troop, in full uniform, quickly and safely to the main parade ground. There the Troop will line up in front of your sign and await further instruction.

# OPENING DAY HINTS

**Sun:** Sunday can be a long day and you will be in the sun quite a bit. Be sure to keep Scouts well hydrated and help remind everyone that sunscreen will be an important safety tool throughout the week! Remember a sack lunch for Sunday!

**Campsites:** All located along both sides of the main camp road in a beautiful valley setting. Each campsite is equipped with tents and cots for all attendees, a picnic table, bulletin board, and some form of shade.

**NOTE:** In order to ensure that all Scouts who want to come to Emerald Bay can, your campsite may be shared with another troop. Thank you for your cooperation in helping us provide this opportunity to so many Scouts!

## EMERGENCY PROCEDURES

### Fire and Lost Bather Drill (LBD)

**Signal**—a series of 2 to 5 second wails from the camp siren

**All clear**—A single long wail on the camp siren

Just as we will practice in the Emergency Drill, at the sounding of the siren all scouts and leaders will report to the parade ground quickly and safely. Once each unit has assembled in a line the Scoutmaster or SPL will report their attendance to the designated staff member. All units will remain on the parade ground until the **ALL CLEAR** has been sounded.

**Major Accidents and Emergencies:** In the event of a major accident, health-related emergency, or serious illness please report the incident to the nearest camp staff member. Be as specific as possible and relay only factual, pertinent information.

If the emergency occurs during the night please go to the Camp Director's house or any staff housing to seek assistance.

**Water Emergencies**—If an emergency occurs on the water please come back to the dock and notify the closest staff member. If unable to return to the dock contact the closest boat and have them report to camp via phone or on marine channel 68.

Camp Emerald Bay's remote location causes approximately a 15-30 minute delay for EMS response. The closest hospital is 30-45 minutes by helicopter and up to 90 minutes by boat. The Emerald Bay Health Lodge is staffed by a volunteer physician who is on call 24 hours a day to assist in case of an emergency. The physician will also hold set office hours after breakfast and dinner for all non-emergent conditions, but should not be considered a substitute for troop first aid.

# EMERGENCY PROCEDURES (continued)

In the event of an extreme emergency or severe injury the camp has an agreement with the hospital in Avalon and the L.A. County paramedic and lifeguards located in nearby Two Harbors. With their help we are able to evacuate injured parties to Avalon or, if necessary, helicopter them to a mainland health center for emergency treatment.

Phone: **For Emergencies Only**—310-510-1795

This number is not for reaching troops or troop members except during emergencies. Phone service will be made available for Troop Leaders upon request. Scouts are requested not to bring cell phones.

## DINING HALL PROCEDURES

The central dining hall at Camp Emerald Bay can feed over 800 people; please help us by following these procedures to ensure a safe and efficient mealtime.

**Waiters**—Troop waiters are an important part of meals at Emerald Bay and a lesson in service to others while at camp. Waiters are responsible for setup before and cleaning after each meal. Please send one waiter per 8 troop participants to the dining hall twenty minutes before each meal; all waiters check in with the Dining Hall Manager upon arrival and out before dismissal.

**Announcements**—Please ensure your troop assembles at least five minutes prior to listed meal times for announcements, colors (breakfast and dinner), and grace.

**Grace**— Grace is said at each meal. Troops are encouraged to volunteer for grace at the beginning of the week during the SPL meeting on Sunday night.

**Colors**— As a camp we will gather to post and retire the colors each day before breakfast and before dinner. We encourage troops to volunteer for this ceremony and offer instruction for those new to the practice or looking to refine their skills. Sign up is at the SPL meeting on Sunday.

**Entry**—The Camp Emerald Bay Dining Hall Manager will call troops in immediately following grace. We try to be fair to everyone on order of entry, so no troop should ever be always first or always last. Please address any concerns to the Dining Hall Manager or, if the problem persists, the Emerald Bay Program Director. Two hand sanitizing stations are provided upon entry. We will ask each participant to make use of these before entering for each meal.

**Leaving the Table**—Once Scouts have their food and are seated the only person to leave the table should be the waiter until seconds are called. This cuts down on traffic in the Dining Hall and keeps the meal flowing efficiently.

# DINING HALL PROCEDURES (continued)

**Seconds**—At most meals, seconds will be called after a short delay from the time the last person was served. Please be respectful and responsible when lining up for seconds. We never expect anyone to go hungry at camp!

**Uniform**—Please make sure all Scouts wear their field uniform for dinner.

**Dietary restrictions**—Please contact the Program Director with any dietary restrictions at least 3 weeks in advance to your arrival to camp at [Scott.Gunn@scouting.org](mailto:Scott.Gunn@scouting.org).

## MAIL SERVICE

One of the best parts of the camp experience for all Scouts is receiving mail and care packages from home. Very little mail is delivered directly to camp so our staff will pick mail up each day and have it ready for your troop by 4:00 PM. **All mail must be picked up by an Adult Leader at our Purser (Camp Office).** No Scout will be given mail by our staff.

**Mail sent after 5:00 PM on Tuesday may not arrive until after Scouts have left camp.** Outgoing mail is to be deposited in the mailbox at the Purser's Office no later than 11:30 AM each day.

### Mailing Address:

(Name of person) **Troop #, Council, Session #**  
Camp Emerald Bay, B.S.A.  
P.O. Box 5066  
Avalon, CA 90704-5066

U.P.S, DHL, and Fed Ex Air delivery for packages:  
(Name of person) **Troop #, Council, Session #**  
Camp Emerald Bay, B.S.A.  
1 Cove Road  
Avalon, CA 90704-5066

Note: Mail sent to Catalina Island by U.S. Postal Service, including Express Mail, takes 1-2 days longer than normal. For faster service please use UPS or FedEx Air.

# MIDWEEK TRAVEL

Emerald Bay is a full week-long camping experience. **There are no partial week rates. Camp Emerald Bay assumes no responsibility for the arrangement, safety, or guarantee of mid-week travel.**

Late arrivals and those who travel to and from camp using alternate transportation do so at their own cost in addition to the camp fee. **There will be no fee reduction for one way travel on our scheduled ferry.** Mid-week travel arrangements can be made via Catalina Express ([www.catalinaexpress.com](http://www.catalinaexpress.com)).

Two Harbors is the closest main port on Catalina Island. Transportation to camp from Two Harbors is by shore boat—costs can trend as high as \$70.00 for a group of up to four. Please contact the Harbor Department for more information or to schedule transport (310-510-4253). Transportation from Avalon or the Catalina Airport is difficult to arrange and can be very expensive. **We recommend you travel only via Two Harbors.**

**Mail Run: One way reservations can be made by the Troop on the Mail Run for Adults who are leaving or arriving mid-week.**

**Mid-week Travel (Scouts):** All Scouts traveling to or from Camp during the week must be accompanied by a parent or guardian. Minors leaving the property for any reason must be supervised by an adult in accordance with Boy Scout “Two Deep Leadership” policies (minimum of two adults and two youth unless the Scout is with a parent).

## SHIP’S STORE

The Emerald Bay Ship’s Store is your one stop shop for all of your at-camp needs. From snacks, drinks, and candy to camping sundries, Scouting supplies, merit badge items, and souvenirs the Ship’s Store has everything you need to make your week at camp a memorable one. In addition the Ship’s Store provides rental locks, lanterns, snorkel gear, and wet suits to help make your week a success.

We recommend that Scouts bring between \$75 and \$85 each to pay for souvenirs, snacks, supplies, and gear rentals during the week. Many troops have an adult leader supervise a banking system to help Scouts control their spending. While we have no requirements for the use of a banking system it is recommended. The camp has lockers available for troop use as well as locking boxes that can be checked out free-of-charge from the Ship’s Store. Please use only one locker per troop.

In the spring we will announce details of our Ship’s Store pre-order program. By preordering your shirts and other items you can ensure your troop is fully outfitted for Camp. If your troop has any special requests for souvenirs or other items you would like to see featured in the Ship’s Store please email [ebclerk@gmail.com](mailto:ebclerk@gmail.com)

# CAMP EXPECTATIONS

Every community has a set of standards to function safely and comfortably while encouraging a fun learning environment. Below are important points to keep in mind while at camp.

**Uniform:** The uniform helps to establish a sense of belonging and a certain measure of safety in the camp environment. As such, Scouts and leaders must wear the field uniform for evening colors and the activity uniform for breakfast and lunch. The activity uniform can be any Scout t-shirt and shorts. During the day all Scouts are requested to wear a Scout shirt. Open-toed sandals, while not suggested, can be worn during the day for waterfront activities.

**Buddy System:** Everyone must follow the Buddy System while in and out of camp. Guests should have a buddy for all activities and may be asked to return to their campsite if found without a buddy.

**Honor Box:** Two Honor Boxes exist at Camp Emerald Bay; one on the dining hall porch and the other at the entrance to the Waterfront. These boxes are used as camp Lost and Found. Please turn in any found items to these areas. **Valuable or delicate items should be turned in to the Ship's Purser next to the Ship's Store.**

Note: We do not keep any lost and found items at the end of the summer.

**Hazing:** Hazing is prohibited both at Camp Emerald Bay and by law. Defined as any action taken or situation created which recklessly or intentionally endangers the mental or physical health or safety of any person or which willfully destroys or removes public or private property in order to initiate, admit into, or affiliate a person with an organization or membership; hazing will not be tolerated at Camp Emerald Bay and may be grounds for immediate dismissal from Camp.

**Off-Limits Areas:** We ask that all attendees of Emerald Bay avoid certain areas of camp. Those areas include:

- Staff areas: lounge, cabins, laundry area.
- Any area when designated as closed: Waterfront, Pennington Marine Science Center, Field Sports.
- Other troop campsites: please only send an SPL or adult into another campsite if necessary.
- Adult and Scout showers are labeled and to be kept separate.
- The camp Water Tank and helipad is strictly off-limits.
- The camp maintenance yard and the wash area (unless with a class).

**Damaged Property:** A troop will be charged for any equipment its members damage or destroy. When the week begins camp commissioners inspect, circle, and initial all new rips and holes in tents. At the end of the week camp commissioners will again come through campsites to inspect for any new damages. These damages will be recorded and charged to the unit using that tent. We recommend you report any damages directly to camp staff within 24 hours of your arrival. Any rips in tents will be charged to the troop at a cost of \$10 per inch.



# CAMP EXPECTATIONS (continued)

**Cleanliness:** Please help us to keep camp clean. Troops are responsible to keep their campsite, tent platforms, and other used areas clean throughout your stay. Please make sure Scouts use trash cans and recycle when possible. For any major cleanliness issues please contact the maintenance crew as soon as possible.

**Cell Phones, Pagers and Walkie-Talkies:** We recommend leaving cell phones off and stored safely in the Troop locker or lock boxes. Scouts will be asked to put any such devices away by the Emerald Bay staff. For adults, if you maintain possession of your cell phones, please keep it on silent or vibrate if you are near camp programming.

**Smoking Area:** Smoking is absolutely forbidden for any Scouts in camp. Adult smokers may partake in one area of camp only. This area will be designated during the Opening Leader Meeting and we ask that you help us maintain vigilance. **EMERALD BAY IS AN EXTREME FIRE DANGER ZONE AND WE ASK EVERYONE'S HELP IN MINIMIZING RISK.** You can do so by ensuring all who smoke do so only in the designated area.

**Study Areas:** Studying is an important part of many merit badges earned at camp. For night study Scouts may use the Dining Hall porch, rear Dining Hall pavilion, or their campsite. **No Scout should study in another Unit's campsite.**



# PROGRAM INFORMATION

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## PLANNING YOUR PROGRAM

A well-planned Troop program helps to ensure that Scouts get the most from the unique opportunities at Camp Emerald Bay. Please take the time to carefully plan your program and educate the Troop SPL. We are always available and happy to answer any questions that remain after you read through this guide. Work with each Scout to set summer camp goals based on the achievements listed here and which will be detailed in the Spring Leader Packet.

**Online Registration:** Scouts should be registered online at [www.campemeraldbay.org](http://www.campemeraldbay.org) for all merit badges before coming to camp. Changes can be made through Monday at Lunch, but we recommend all schedules be established prior to arrive at Camp. We require each Scout participating in traditional program to take at least two merit badges or BSA awards while at Emerald Bay.

**The following pages provide a brief overview of Camp's various program areas. Each section breaks the program into merit badges, area activities, older scout programs, and awards. A complete chart of merit badges, together with any prerequisites and also their schedule, will be provided online and in the Spring Leader's Packet.**

**If you have questions about planning your program prior to your trip, feel free to contact the Program Director at [Scott.gunn@scouting.org](mailto:Scott.gunn@scouting.org).**

### Senior Patrol Leader Training

We recommend each troop send their camp SPL to the Emerald Bay Senior Patrol Leader Training. SPLs arrive on Thursday prior to their troop's week and will experience leadership and camp program in Emerald Bay's high adventure setting. Scouts who attend undergo experiences such as: overnight camping, leadership challenges, patrol method discussion, and the opportunity to work alongside other SPLs from troops who will be at Camp during your week. Reviews from SPL trainings are absolutely stellar, and troops find themselves better prepared for a week at Emerald Bay. **For more information on the Emerald Bay SPL Program please see page 23.**

# MERIT BADGE PROGRAM

The purpose of the Emerald Bay merit badge program is to offer programming that is not readily available at home and utilizes the outdoor experience. Each merit badge is assigned an area in camp that is responsible for its instruction. All in-camp questions about specific Merit Badges should be brought to the attention of the Area Director.

The day is divided into morning and afternoon sessions. Most merit badges are offered during the first three sessions of the day, with many troop or individual activities being offered during the afternoon and evening sessions.

Some merit badges can only be completed if certain requirements are done **prior to camp**. If a Scout has not completed these requirements the merit badge will have to be completed at home.

**Merit Badge Sign-up:** The form available online is provided to help Scouts plan their merit badge week. Once completed, Scouts give the forms to the adult leader responsible for registration who enters the information online. Details on how to register Scouts for merit badges will be available at the Spring Leaders' Meeting. **Please make sure registration is done prior to arrival at camp.**

**Impacted Badges:** Several merit badges have limited space and we ask that you make sure that Scouts meet the requirements listed in the Spring Leader's Packet prior to arrival. These merit badges are Sailing, Rifle, Shotgun, Archery, Motorboating, and Oceanography.

The next few pages will offer a brief overview of Merit Badges and Activities at Camp Emerald Bay. For more information please visit [www.campemeraldbay.org](http://www.campemeraldbay.org).

# SUMMARY OF PROGRAMS & ACTIVITIES

<p><b><u>MERIT BADGES</u></b></p> <p><b><u>Aquatics</u></b>          Canoeing*          Lifesaving*          Motor Boating*          Rowing*          Small Boat Sailing*          Swimming          &gt;SCUBA**</p> <p><b><u>Field Sports</u></b>          &gt;Archery          &gt;Rifle          &gt;Shotgun^</p> <p><b><u>Handicraft</u></b>          Art          Basketry          Leatherwork          Woodcarving          Pottery</p> <p><b><u>Nature</u></b>          Astronomy          Environmental Science          Geology          Mammal Study          Nature          Soil &amp; Water Conservation          &gt;Energy          Fish and Wildlife Conservation</p> <p><b><u>Scoutcraft</u></b>          &gt;Camping          Orienteering          Pioneering          Wilderness Survival</p> <p><b><u>Marine Science</u></b>          Oceanography</p>	<p><b><u>ACTIVITIES</u></b></p> <p><b><u>Aquatics</u></b>          Canoeing*          Kayaking          Rowing          Small Boat Sailing          Snorkeling          Swimming          SCUBA Diving          Mountain Biking</p> <p><b><u>Field Sports</u></b>          Open Range Time (Archery,          Shotgun, Rifle)</p> <p><b><u>Handicraft</u></b>          Basketry          Leatherwork          Woodcarving          Pottery          Art</p> <p><b><u>Nature</u></b>          Conservation Projects          Hiking Programs          Nature Trail          Island Ecology          Star Hikes          BSA Naturalist*</p> <p><b><u>Scoutcraft</u></b>          Knot Tying          Orienteering          Totin' Chip          Firem'n Chit          Trail to First Class</p> <p><b><u>Marine Science</u></b>          BSA Oceanographer*          BSA Aquarist</p>	<p><b><u>CAMP AWARDS</u></b>          Buffalo Run          Emerald Patrol          War Canoe (camp overnight)          Pirate Program          Sea Lion Swim          Silver Peak Hike</p> <p><b><u>BSA PROGRAMS</u></b>          &gt;BSA Lifeguard*          Snorkeling BSA          Mile Swim BSA</p> <p><b><u>CAMP PROGRAMS</u></b>          Rugged Explorers          Rugged Canoe          Rugged Oceanographer          Campfires &amp; Cookouts          Order of the Arrow          Parson's Beach/ War Canoe          Scouts Own          Unit-Get-Togethers          Troop Colors</p> <p>*Need prerequisite Merit Badges          &gt;Some pre-camp work required          **SCUBA Merit Badge can only be earned as part of the Rugged SCUBA Program or if the Scout already has a SCUBA certification.          ^\$25 fee for merit badge students</p>
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# UNIT ACTIVITIES

The Emerald Bay program is structured to give all participants the opportunity to enjoy the beautiful location and countless opportunities for adventure at Camp. Please discuss with your troop the possible activities and prepare your SPL. Most activities take place during sessions A (early morning), Four (before dinner), or Five (after dinner).

**Campfire:** Opening and closing campfires are run by the Camp Staff. The mid-week campfire will be the responsibility of the troops themselves. Plan to participate with a skit, song, or chant!

**Conservation or Service Project:** The purpose of a troop project is to teach Scouts the value of working and contributing within a community. Please speak with your troop Ranger about Conservation and Service Project opportunities ranging from fennel eradication to helping with camp clean up.

**Hikes:** There are many thrilling and breathtaking hikes for your troop to experience. Talk to your Ranger about seeing Arrow Point, Silver Peak, or Sandy Beach. See the High Adventure staff if your troop is looking for a real challenge.

**Scout's Own:** The Scout's Own is a non-denominational service that allows scouts to practice the 12th point of the Scout law "A Scout is Reverent." It will be on Thursday at 1:15PM in the Camp Chapel.

**Star Hikes:** On Monday and Thursday nights a staff guide will lead a tour of the night skies above Emerald Bay. You will see the star-filled views and unbelievable skies above Catalina Island.

**Troop Colors:** Colors are held for the entire camp daily before breakfast and dinner on the parade ground. Each troop is encouraged to conduct camp colors at least once during the week and will have optional training from an Emerald Bay staff member.

**Unit Get Together:** An opportunity for your unit to have a cook-out at camp with a menu planned by you and your Scouts.

**Free Time:** Your troop's chance to relax: cards, Ultimate Frisbee, or a nap!

# LEADER ACTIVITIES

## **Adult Leader Trainings**

If you are serious about impacting the lives of your Scouts, Emerald Bay offers multiple programs to help maximize your time and learning while at camp. Leaders can complete the following trainings at Emerald Bay: Scoutmaster and Assistant Scoutmaster Leader Specific Training, and Introduction to Outdoor Leader Skills. To complete both of these requires expect almost a full day of work each day at camp.

**Also available at Camp Emerald Bay are leader-specific computers with internet access for any online training.**

**Leaders' Lunch:** During lunch on Wednesday you will have the opportunity to check in with camp staff leaders to answer any questions you may have. Check on your Scouts' progress with their various Merit Badges, ask general questions about camp, or simply swap stories with camp leadership!

**Leaders' Porch:** Hot coffee and tea, 24/7. Please enjoy, but help us to make sure this area is kept "off limits" to Scouts.

**Leaders' Shoot:** An opportunity for adults to shoot a different sport each night at the Field Sports Area. Occurs during session Five on Tuesday, Wednesday, and Thursday.

**Leave No Trace (LNT):** Learn the ethics of what it takes to be an environmental outdoorsman. We will cover the seven points of LNT Camping and how to implement them in your own Troop outings.

**Mountain Biking:** Mountain Bikes area available throughout the week for Scoutmaster and Troop outing use. Participants may not bring their own mountain bikes from home.

**Safe Swim Defense & Safety Afloat:** All troops must have a certified Leader to run a Scout safe aquatic program. This program teaches participants the necessary precautions and methods for keeping scouts safe in the water.

**Youth Protection:** All adults are required to take Youth Protection Training in order to run a safe Scouting program. **This training, good for two years, must be completed online at [www.myscouting.org](http://www.myscouting.org) prior to camp attendance.**

# OTHER PROGRAMS

**Order of the Arrow Service Project:** OA members can participate in camp improvements on Thursday evening. The projects last an hour and help to improve the physical facility. We encourage all members to wear their sashes during the evening meal on Thursday.

**Pirate Program:** Individual-based program with a variety of challenges depending on the number of years a Scout has attended Camp Emerald Bay. Upon completion of the challenges the participants join an elite group and earn the right to wear the Emerald Bay Pirate Patch. This program requires almost the whole week. Participation forms should be requested from the Purser not later than Tuesday.

**Emerald Patrol:** Through this week-long program Scouts can help develop teamwork by learning more about and using the Patrol Method in Camp. It will require them to visit most of the program areas to engage in many challenging activities. This program requires almost the whole week. Participation forms should be requested from the Purser not later than Tuesday.

**War Canoe:** The information that follows is dependent on the outcome of current negotiations. This is the Camp Overnight and will take place on Tuesday, Wednesday, or Thursday night. Any Scout who is a swimmer will depart from the Emerald Bay beach in one of our own canoes and make the one hour paddle to Parson's Landing, a remote and rustic beach where the troop will spend the night. Activities at Parson's will keep you busy, and the troop will make their own Dutch oven stew after a long and tiring day. All of the Emerald Bay merit badge classes are designed with this trip in mind (so you won't miss a beat!). Every troop is automatically scheduled a War Canoe day. Your troop Ranger (troop guide) will inform you of your War Canoe day upon arrival to the camp. Your troop may also opt out of the War Canoe program.

**SPL Training:** Mentioned before, this is the opportunity for your Troop's SPL and one buddy to come to camp on Thursday before your troop arrives to participate in a comprehensive training program focusing on key elements of leadership, the Patrol Method, and Camp Emerald Bay. Scouts will take the 12:30 PM Catalina Express boat with an Emerald Bay staff member on Thursday to participate.

**First Year Rank Advancement:** Scouts who earn their First Class rank within the first year of Scouting are far more likely to stay in scouting and become Eagle Scouts. Newer Scouts can participate in our First Year Rank Advancement program with the goal of completing many of the requirements needed for First Class. Taught by a combination of our Scoutcraft staff and Rangers, this program offers high quality instruction and engaging activities. Scouts who need only a few requirements completed can come later in the day for a shorter, more customized lesson.

**Sea Lion Swim:** Each morning, Tuesday through Saturday, participants have the opportunity to hop in the Pacific for the Emerald Bay Sea Lion Swim. Four lengths of the swim area must be completed on three different days in order to attain this award.

**Buffalo Run:** On Tuesday morning everyone has the opportunity to take part in a two mile run up and over the hill to and from Parson's Landing. There's no time limit, we only ask that you complete the task.

**Mile Swim:** Much like the Sea Lion Swim this is a program that runs each morning Tuesday through Saturday. A Scout must complete progressively longer swims working up to the final swim of one mile.

## RUGGED ADVENTURERS

Camp Emerald Bay offers many challenging High Adventure programs for older Scouts who may be growing past the normal summer Scout camp experience. The Rugged Adventurers programs have been designed for Scouts ages 14+ (12+ for Rugged SCUBA) as a provisional Scout program (troops are also encouraged to participate) that serves as a combination High Adventure and Leadership Training week. Scouts participating in the various Rugged programs will find themselves tasked with various challenges both physical and mental throughout the week. **A separate registration is required for all Rugged Adventurers programming. Visit [www.campemeraldbay.org](http://www.campemeraldbay.org) for more information.**

**Rugged Explorers:** Experience all that Catalina Island has to offer in this trademark High Adventure program at Emerald Bay. Bike, hike, kayak and canoe all over beautiful, rustic Catalina while learning about leadership fundamentals and teamwork from our trained staff.

**Rugged Canoe:** One of our most grueling and rewarding experiences. Participants will canoe the entire circumference of Catalina Island (approximately 60 miles) during their week of camp, stopping to hike and camp out on many of the island's remote beach locations.

**Rugged SCUBA (Includes Scuba Merit Badge):** This week-long SCUBA certification program is for Scouts ages 12 and up who are interested in becoming a life-time certified diver through PADI. Participants will spend their week learning to dive in the beautiful waters surrounding Emerald Bay and learn to face challenges unlike any others.

**Rugged Oceanographer:** For certified PADI Open Water Divers only, this program builds on the diver's comfort and qualifications. Deep dives, Night Dives, and Underwater Search and Rescue are just some of the skills a diver will learn from a week in Rugged Oceanographers. All who complete the course receive PADI Advanced Open Water certification.

**Rugged Rescue:** A special program offered only one week during the summer. Scouts and Adult Leaders who are already PADI Open Water certified can spend their week learning to become a Rescue Diver. This program has very limited availability, so please contact [camping@bsa-la.org](mailto:camping@bsa-la.org) for more information.



# ADDITIONAL SCUBA PROGRAMS

**SCUBA BSA:** A half-day experience for non-certified divers to experience their first breaths underwater. This popular program gives Scouts and Scouters a chance to experience a dive without committing to a full certification program. Our SCUBA staff will walk you through the safety requirements and take you on a tour of our own Doctor's Cove. Bathing suit and towel required, all other gear provided.

**PADI Discover Local Diving (DLD) - Certified Divers Only:** DLD's allow certified divers to enjoy the underwater beauty of Emerald Bay under the guidance of an Instructor or Dive-master from the Dive Staff. Dives are scheduled throughout the week and rental equipment will be provided. **An in-water skill review is required for all divers prior to the first dive. Divers who have not been in the water for 5+ years may want to participate in the SCUBA BSA program before a DLD.**

**Dive-master Internship:** Offered by Malibu Divers, the Dive-master Internships allow participants to work at Emerald Bay as part of our dive team instructing groups throughout the year. The position is not paid, but participants will receive Dive-master certification during their time at Emerald Bay.

## Important information regarding all SCUBA Programs

- All additional SCUBA programs are scheduled around the requirements of the Open Water SCUBA Programs.
- Participants must be age **12 or older (This is a National BSA policy, NO EXCEPTIONS)**
- SCUBA information and sign-up instructions will be included in the Spring Leader's Packet. Reservations are made separately from normal camp registration. Contact [camping@bsa-la.org](mailto:camping@bsa-la.org) or visit [www.campeemerallbay.org](http://www.campeemerallbay.org) for more information.
- Some medical conditions, including but not limited to asthma and diabetes, can disqualify someone from SCUBA Diving at Emerald Bay. Please contact Malibu Divers for details and to see if you will need physician clearance to dive.
- **PLEASE DO NOT BRING YOUR OWN SCUBA TANKS OR WEIGHTS.**



## DEPARTURE AND POST CAMP

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# THE LAST 24 HOURS OF CAMP

## Friday

- **Friday Afternoon Leaders' Meeting:** Covers many of the day's activities including Aquacade, Campfire, and Merit Badge Reports. Discussions will include departure procedures, an evaluation of camp and camp investment opportunities.
- **Camp Appraisal:** Used to help camp improve week to week and summer to summer. One copy is to be completed by the adults and one by the Scouts. Please return to the Purser before departure.
- **Troop Records Distribution:** At the end of the campfire on Friday night the Camp Director will ask one adult leader from each Troop to come down and form a semi-circle around the campfire rings. The Director will then hand out packets containing the various preliminary merit badge completion sheets, camp patches, and other items earned during the week. **Scoutmasters should take time between the end of campfire and Saturday morning to review records and ensure everything is in order.** It is much easier to make corrections before leaving camp.

## Saturday

- **Merit Badge Check:** Before breakfast all Area Directors will be available in the Helm and on the Dining Hall Porch with skill sheets to review merit badge print-outs and correct any errors discovered the night before. The purser will be in the office to correct any patch errors and other issues. **Any problems found after camp should be addressed to the Camp Program Director at [Scott.gunn@scouting.org](mailto:Scott.gunn@scouting.org).**
- **Loading at Emerald Bay:** Please bring your gear down **before breakfast** to the waterfront and load it on the barge (unless instructed otherwise).
- **Off-Loading in San Pedro:** Off-loading procedures will be organized on the boat. Leaders are responsible for oversight as there is no Council representative waiting in San Pedro. Again, it is important to have special troop-specific marking on luggage. Clearly marked luggage is easier to recognize when unloading the boat. **Please ensure every camper has all luggage before leaving San Pedro.** Please call the Western Los Angeles County Council office to report any baggage lost or found after leaving camp: 818-933-0130.

# POST-CAMP ADMINISTRATION

Blessed with some of the finest camp properties in America, the Western Los Angeles County Council offers opportunities to develop practical outdoor skills in a variety of locations. Call or email the Council office for further info: 818-933-0130, [camping@bsa-la.org](mailto:camping@bsa-la.org).

**Camp Josepho:** Located in the Santa Monica Mountains near the Pacific Palisades area of Los Angeles. Olympic-sized pool, lodge and kitchen. Capacity: 300 campers. 110 acre year-round camping facility open to use by all groups.

**Camp Whitsett:** WLACC's summer mountain camp located just outside of Kern County, CA. Offers High Adventure, rock climbing, white water rafting, and more! Troop and provisional registration available, visit [www.campwhitsett.org](http://www.campwhitsett.org) for more information.

**Camp Emerald Bay:** is also available for weekend camping trips in the spring and fall seasons. We welcome Scout Troops, as well as Girl Scouts, YMCA's and other youth programs to participate. Contact us at the number above for more information.

## CAMP STAFF OPPORTUNITIES

Camp staffs in the Western Los Angeles County Council have earned an enviable reputation. Leaders in industry and government consider camp staff service to be an important learning step in a youth's career.

It is doubtful that any other summer job provides the management and personal growth experiences of summer camp staff. Summer camp staffers are planning major activities, preparing class outlines, instructing, leading, and becoming familiar with some of the fine points of leadership, general business, facilities construction, and maintenance.

**Procedure:** Interested Scouts and adults (14 and older) of outstanding character should visit us on the web at [www.campemeraldbay.org](http://www.campemeraldbay.org) or email [EBJobs@bsa-la.org](mailto:EBJobs@bsa-la.org). Positions available include full-summer paid positions, Counselors in Training, or Camp Volunteer Staff. All staff must register as members of the Boy Scouts of America and must be able to complete all demands of such a membership. Interviews take place in January.

**Attention Scout Leaders:** All Scout leaders can help improve the quality of their own camp experience by directing qualified youth applicants to the attention of the Council Office's Camping Department.



**EMERALD BAY  
ASSOCIATION**

## **Welcome to the Emerald Bay Association!**

The Emerald Bay Association is an all-volunteer, independent non-profit organization whose mission is to provide Camp Emerald Bay with volunteer, material, and financial support through the fellowship of current and former staff, scoutmasters, campers, and friends of the camp.

In recent years, we have supported Emerald Bay with various capital improvement projects, including the new Campfire Circle, docks at the waterfront, tents with platforms cots and mattresses, contributions towards the new Rifle Range, and purchasing mountain bikes and kayaks.

We also hold several fellowship events throughout the year, such as the summer reunion and our spring wine tasting event, fall barbeque, winter ski trip, SCUBA dive events, -- and we send out "The Emerald Bay Chronicle," our quarterly newsletter.

To learn more, please visit our website at [www.emeraldbayalumni.org](http://www.emeraldbayalumni.org).

**For ongoing updates, become a "fan" on Facebook at [www.facebook.com/emeraldbayalumni](http://www.facebook.com/emeraldbayalumni).**

**Finally, please join our mailing list at [eba.donortools.com](http://eba.donortools.com).**

**We hope you and your troop have a terrific time at Emerald Bay this summer!**