

Planning a Camping Weekend for Troop 127/7127

Updated: February 2023

Tldr: Here is how to plan and enjoy a weekend campout with the troop. Once a camping trip is on the Scout calendar, expect to participate in planning activities 2 weeks before, and one week after the trip. Scouts, parents, adult leaders and Scout leaders all have roles to play for a successful trip. This document assumes a weekend trip, since that is the most common duration for our troop.

Camping/Cabin Outings

Typically, troop outings begin at 5pm on Friday. Scouts and parents gather at St. Peter's church to coordinate car pooling and pull gear from the trailer. Scouts and parents are responsible for a meal along the way, since evening campsite activities are mostly about setting up tents, getting water and organizing the site. Saturdays are spent working on activities, and meal preparation. Sundays, we typically break up camp in the morning and head back to Madison between 9 and 10 am.

Timeline

Pre-requisites:

- Have a reservation at a campsite or cabin. This is typically already reserved months in advance, and the dates are in Scoutbook
- Have a process within the troop for keeping the troop trailer and camping gear in good working order. Have processes in place for repairing gear in between trips.

Two weeks before the trip:

1. Parents

- a. Volunteer to be the parent leader for that trip. The parent leader is a point of contact to help with the "who is on first" questions as we get organized. The parent leader will use email and Scoutbook, perhaps a Google doc, to share details and set expectations for the trip.
- b. Confirm attendance of themselves and their Scout in Scoutbook
- c. Confirm availability for driving. This is typically done via email
- d. Confirm availability for staying the weekend. This is typically done via email.

2. Scouts

- a. Confirm attendance to the event
- b. Participate in meal planning
- c. Suggest activities - brainstorming early in case we need to gather some gear ahead of time
- d. Check the trailer. Is the trailer gear ready?
 - i. Do we have clean and dry washcloths and towels? (this could be a separate list that the quartermaster{?} helps check)
- e. SPL: work with Scouts to set a goal for the weekend: working on advancement, hiking, relaxing

3. Parent leaders for the trip

- a. Ensure two deep leadership for the weekend. Check for coverage for girls troop.. Obtain additional leadership as needed.

- b. Document the confirmed leaders. Email is the bare minimum, a centralized document might be better.
 - c. Confirm a parent coordinator for the trip, to support the Scout leader who will attend.
4. Scout leaders
- a. Make the Troop aware of any safety concerns or Scouting rules regarding the weekend. Ex: remind Scouts that hammocks are not to be stacked like bunk beds up a tree, or particular safety gear (helmets for bikes) needed
 - b. Confirm that Scouts will have the advancement support they need. Ex: if a young scout is ready for their first Scoutmaster review, let them know the weekend is a great place to hold that meeting

One week before the trip:

1. Parents
 - a. Parent coordinator circulates a summary of confirmed attendees and submits a “last call” for attending
 - b. Parents
 - i. Proofread the confirmed attendees
 - ii. Proofreads the drivers list
 - iii. Proofreads the list for two deep leadership, as well as female leadership
 - c. Share cel phone numbers, if comfortable doing so
 - d. One parent volunteers to do the shopping for the trip. If not attending the weekend, that parent coordinates with a driver to get the food to the outing site
2. Scouts
 - a. Share the shopping list to the parent volunteer
 - b. Work on duty roster
 - c. Finalize activities
 - d. Finalize goals for the weekend: working on advancement, hiking, relaxing
 - e. SPL reports out all details to the Scout leader and parent volunteer
3. Parent leaders for the trip
 - a. Work with the Scout leader to see if anything is missing for the trip.
 - b. Talk to new parents about what to expect, if needed
 - c. Share cel phone numbers, if comfortable doing so, to keep in touch during the trip
4. Scout leaders
 - a. Work with parent leaders for the trip
 - b. Check-in with the parents of Scouts who are attending – any concerns about homesickness or other details that can help ensure success for Scouts, especially the younger ones

The week of the trip

1. Parents
 - a. Watch for final confirmation from Parent coordinator
 - b. Attend the Thursday meeting, if possible, in case there are last minute changes
 - c. Have food at the meeting point, at the meeting time (typically 5pm Friday at St. Peter’s church)
 - d. Be at the meeting point, at the meeting time
2. Scouts
 - a. Thursday meeting: Create the duty roster
 - b. Put a copy of the duty roster in your gear
 - c. Help parents load gear from trailer and into driver cars. This might be split across Thurs meeting and before Friday’s departure
 - d. SPL Thurs Agenda includes:

- i. Make sure the duty roster is made
 - ii. Recap of activities
 - iii. Recap of goals for the weekend: working on advancement, hiking, relaxing
- e. Get ready to have fun!!
- 3. Parent leaders for the trip
 - a. Thursday and Friday: sanity checks that we have necessary food, gear from trailer and Scout gear in the cars.
 - b. Headcounts for parents and Scouts
 - c. Get ready to have fun!!
- 4. Scout leaders
 - a. Final safety reminders
 - b. Share location of first aid kit for Troop to all parent leaders for the trip – are there any other emergency planning activities??
 - c. Get ready to have fun!!

The week after the trip

- 5. Parents
 - a. Attend the Thursday meeting, if possible, to hear the debrief comments
- 6. Scouts
 - a. Be prepared to participate in a debrief meeting.
 - b. SPL
 - i. Add a debrief meeting to the agenda
 - ii. Add a task to “re pack” the trailer to the agenda
 - iii. Check if any gear needs to be repaired. If yes, delegate to a Scout family
 - c. Get ready to have fun!!
- 7. Parent leaders for the trip
 - a. Participate in the Scout debrief as listeners
 - b. If needed, have a separate adult debrief
- 8. Scout leaders
 - a. Participate in debriefs
 - i. Help manage expectations of Scouts
 - ii. Help manage expectations of parents

Documentation

Create a Camping Trip form that tracks the details of the trip, starting from two weeks before. It's a centralized location for decisions, AND it is a great place to record a good memory or a funny story.

Details to include:

- Date and place of trip
- Scouts attending
- Parent Volunteer
- Parent Drivers
- Parent Leaders - those who stay overnight
- Scout Leader
- SPL / acting SPL
- Menu
- Activities
- Fun stories

- A few photos??
- Debrief details – improvements for future
 - i. Volunteer to be the parent leader for that trip. The parent leader is a point of contact to help with the inevitable “who is on first” questions as we get organized.