

# Scouting America™

## Winnebago Council

### **2025 Cub Scout Day Camp & Resident Camp** *Ingawanis Adventure Base*



### **Leader's Guide To: Policies, Procedures & Program**



# **Ingawanis Adventure Base**

## ***Winnebago Council, Scouting America***

### **2025 Cub Scout Day & Resident Camp**

#### **Leader's Guide to Policies, Procedures, & Program**

Dear Cub Scout Leader,

It's never too early to start getting your Scouts thinking about their upcoming Summer Adventure! This summer marks the 101st year of our beloved Ingawanis Adventure Base and we hope you will strongly consider joining us for Day Camp and/or Resident Camp this year!

The Camping Committee has taken into account special consideration for those families that do not have the vacation time to take off an entire Thursday and Friday of work for Resident Camp. Instead of our traditional format, we are excited to welcome your Cub Scout Pack on Friday for half a day of program, a full day of program on Saturday, and another half day on Sunday before we send you home! Additionally it was decided from your feedback that it would be easier to combine Cub Scout Resident Camp with Webelos Resident Camp— we listened! See the rest of the Leader's Guide for full details.

The Camping Committee has also listened that parents are interested in their kids earning advancements at camp— so we are going to split everyone up into age appropriate levels so they can work on some Adventures and Electives at Resident Camp! Don't worry— there will be plenty of Camp Staff to make sure that we have full coverage and the kids are keeping busy in case you need to follow a different group for the day.

Cub Scout Day Camp will remain as a “come out and enjoy all that Ingawanis has to offer”, so we strongly encourage you to come to both as there will be completely different programs happening during these two camps!

This year we have a new Trading Post for you to come check out so be sure to bring money for plenty of merchandise options and snacks!

Thank you for all you do for your Scouts— Don't miss the opportunity of giving them the lifelong memories of making friends, trying new things, and learning lots with a Summer Camp at Ingawanis Adventure Base in 2025. Reserve your spot today so you don't miss out!

From the Ingawanis Adventure Base Camp Staff: “We look forward to seeing each and every one of you and your Scouts at Ingawanis Adventure Base for Summer 2025!!”



Whitney Jensen  
Camp Director  
Ingawanis Adventure Base

## What to Expect in 2025

In 2025 we are cultivating a fun and action-packed summer camp experience for you and your Scouts. We want every Scout in our council to experience the best part of Scouting—the OUTING! Kids that go to camp stay in Scouts longer. So, round up your Scouts and bring them out to experience the great outdoors at beautiful Ingawanis Adventure Base this summer!

## Camp Fees, Expenses, and Registration

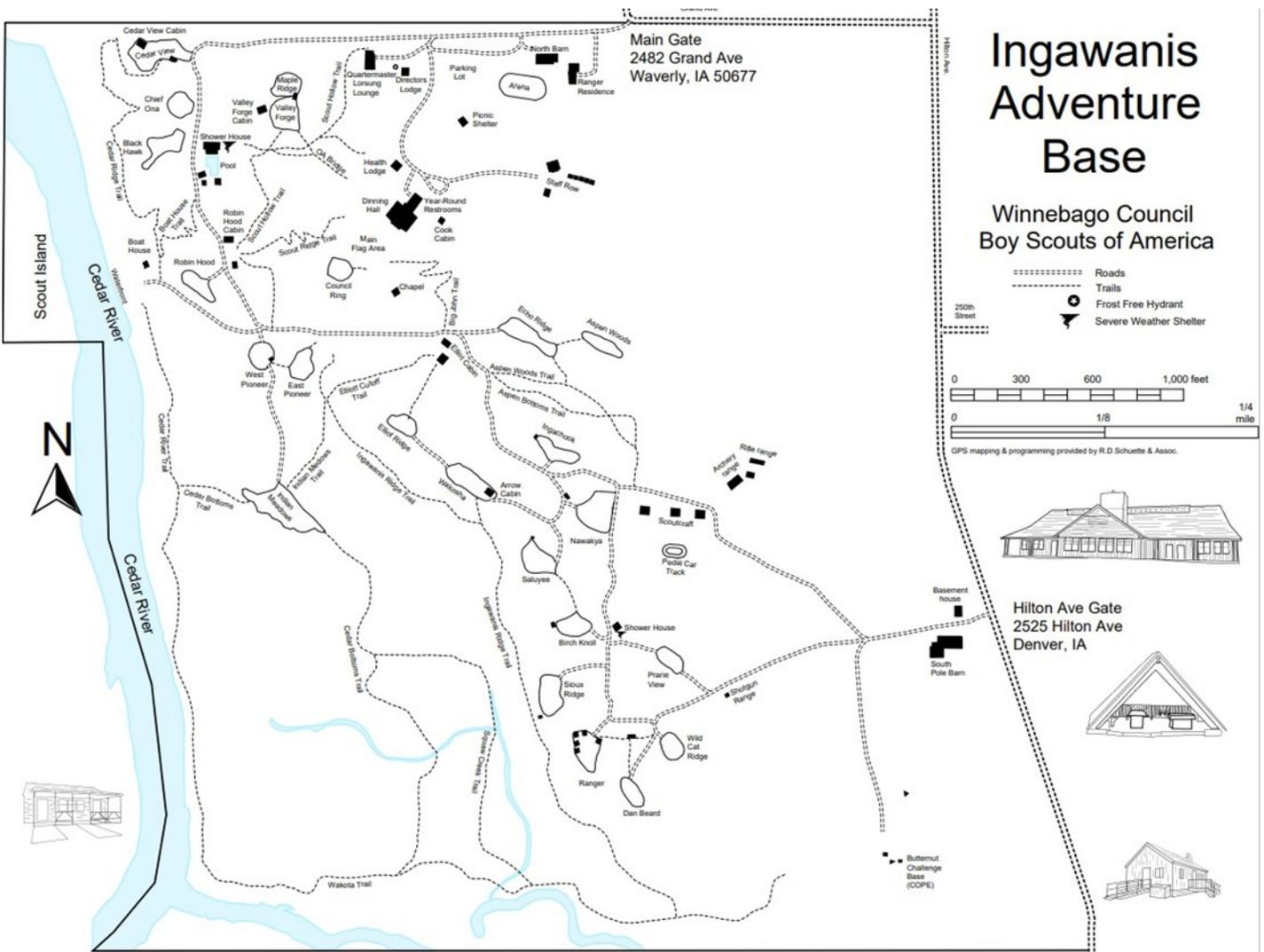
Camp fees have been set at an affordable rate for a weekend-long adventure at camp. The rates are the same for in and out of council units. There are three price scales that are date dependent. Units must be aware of and are responsible for meeting deadlines as early bird discounts can be null and void if not paid in full by particular dates indicated in this Leader's Guide. There are camperships available for eligible Scouts. **PACKS MUST REGISTER AS A UNIT!**

## Weekend Schedule

The weekend schedule is packed with fun and adventure to keep you and your Scouts busy while still allowing time for your Packs to enjoy some time together at camp. Packs are encouraged to take this time as an opportunity to plan and take part in their own programming desires, as well as taking advantage of activities at camp.

## Pre-Camp Online Meeting

A pre-camp meeting will be scheduled for May 2025, prior to your arrival for summer resident camp. You will have a chance to meet and talk with the Camp Director and key staff members. We will discuss transporting trailers, check-in process, medical checks/medications/physicals, plus other essential details for units to be properly prepared for camp. Program-specific information regarding camp will also be discussed and your questions for camp will be answered. Invitations for a Zoom link will be sent out prior to the meeting.



# General Information

## Cub Scout Day Camp Date: June 7, 2025

CAMP FEES	Youth Fees*	Leader Fee
Deadlines	Youth	Adult
Before May 1, 2025	\$40	\$25
After May 1, 2025	\$60	

## Cub Scout & Webelos Resident Camp Date: June 20– 22, 2025

CAMP FEES	Youth Fees*	Adult Leader Fees*		Additional
Deadlines	Youth	Youth Registered	Free Adults	Leader Fee
Before May 1, 2025	\$150	5-9	1	\$50
After May 1, 2025	\$187.50	10-16	2	
		17-24	3	
		25+	4	

\*ALL Fees are the same for both in-council and out-of-council Packs.

Free Leaders will be entered in through the office. Units must call 319-234-2867, Monday, Tuesday, Thursday, or Friday 8:30 AM – 5:30 PM to get their free leader. **DO NOT ENTER A LEADER ONLINE WHO YOU WISH TO GET THE FREE DISCOUNT.**

### **Getting Registered for Resident Camp**

Once your pack has decided to attend camp at Ingawanis Adventure Base, please register your unit online at [www.winnebagoCouncil.org](http://www.winnebagoCouncil.org). Once deposits are paid for your Scouts, you can call the office to complete campsite or cabin reservations. To reserve an entire **campsite**, your pack size must equal or exceed 80% of the campsite’s maximum capacity. Please note, reserving a campsite does not include cabin rentals. Cabins are exclusively for the use of emergency shelters if necessary and will not be used to house unit equipment, Scouts, or adults. *Each Pack is responsible for bringing their own tents.*

Registrations must be made by Packs, not by individual Scouts. A \$50 non-refundable deposit is required per Scout registered on or before May 1, 2025, to secure the \$150 early bird fee level. Registrations made after May 1, 2025, must pay the full rate. **If payments are not made on time you will lose the early bird discount and fees will revert to full rate.** All refunds are subject to the Winnebago Council, Boy Scouts of America’s Refund Policy. The full policy can be found at [www.winnebagoCouncil.org](http://www.winnebagoCouncil.org) and a shortened version is listed in this guide.

If the need arises, leaders may substitute Scouts later to avoid losing the camp deposit. **No refunds may be issued if a Scout drops.**

### **Payment Schedule for Resident Camp**

50% of the required camp fees are due by May 1, 2025. 100% total fees are due in full by June 2, 2025. Those Scouts who register after May 2 will be charged \$187.50 and the fee is required in full at time of registration.

## **Council Refund Policy for Resident Camp**

Units canceling a reservation 30 days prior to the date of the event, regardless of original payment type, will be issued credit in their unit account of fees paid minus a 15% charge and \$50 non-refundable deposit. Requests for refund must be received in writing 30 days prior to the deadline or no refund will be issued. If an emergency occurs that is out of your control, notify the Council Service Center immediately. A refund request will be considered, the 15% charge will apply, and the \$50 deposit is still nonrefundable.

*\*The Winnebago Council reserves the right to ask for proof of emergency before approving or considering a refund.* Refund and cancellation requests can be emailed to [taryn.colby@scouting.org](mailto:taryn.colby@scouting.org).

## **Visitors**

Adults not registered and paid as camp leaders are considered visitors at camp.

**Visitor Check In:** ALL visitors MUST check in with the Camp Director to inform her of their presence on camp as it is the camp's liability when they are on site. Breaching this procedure could cause for grounds of immediate dismissal from property. All visitors will be issued a wristband to identify them as such with Camp Staff, etc.

Visitors must pay for the meals they consume. Meal tickets can be purchased for meals through the Trading Post or the Camp Director and fees are: Breakfast \$5.00, Lunch \$8.00, and Dinner \$10.00.

There are no overnight accommodations for guests, even in unit campsites or cabins.

## **Health and Safety Procedures**

**Every Scout and leader attending Ingawanis Adventure Base must submit the BSA's Annual Health and Medical Record Parts A, B.** Make sure the forms for everyone are complete and **CONTAIN NECESSARY SIGNATURES** before arriving at camp. Campers without a properly completed medical form will not be permitted to take the swim test. They will be permitted to stay on camp property while they obtain the properly completed medical form from their parents. Scouts, leaders or parents arriving during the weekend must report to the Camp Director or Camp Health Officer for a medical re-check and submission of medical records.

**Health, Safety, and Medical Records:** [https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001\\_ABC.pdf](https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_ABC.pdf)

## **Medication:**

Bring ALL medications to health check-in. **All medications must be in the original containers, marked with the Scout's name, unit number, and the original medication information.** Only pack enough medication for the duration of the Scout's stay at camp.

Each Scout with medication must have a **Routine Drug Administration Form:** <https://filestore.scouting.org/filestore/HealthSafety/pdf/RoutineDrugAdministrationRecordRevised2011.pdf>

All prescription drugs are to be kept in locked storage at all times, whether in the Health Lodge (if needing refrigeration) or in your campsite under the direction of the Health Officer in agreement with the Pack Leader. The Health Officer is the key administrator of the camper's medications, but the Pack Leader is still responsible to ensure that the camper follows the prescribed treatment schedule. If medications are administered in the campsite the unit leader must keep a log of dispensed medications which will be coordinated with the Health Officer. A standardized form is available in the Health Lodge.

It is the Cubmaster's responsibility to remind Scouts to take their medication on time. Use of any nonprescription or over-the-counter drugs must also be disclosed to the Health Officer. Only enough medication for the doses that will be administered for the week should be brought to camp and must remain in the original containers with name and dosing information. Inhalers, bee-sting kits, or similar emergency items will be inspected at check-in, but may be held by the Scout.

## **Pack Leadership and Youth Protection Training (YPT)**

The safety and well-being of our Scouts is our number one responsibility. Leaders are responsible to ensure the physical and emotional safety of the Scouts in their care. All adult leaders in each unit attending camp ***must be current on their YPT*** through Scouting America. Units including female scouts will require a Female leader to be present.

The following guidelines are used to ensure the safety of our youth. All adult leaders and staff are expected to follow these guidelines:

1. ***Two deep leadership is required always.*** Should a situation arise where a pack will be without the mandatory two leaders, the closest camp staff member should be immediately notified of this situation and a course of action will quickly be determined by the Camp Director. Per National Scouting America policy, all adult leaders must have current Youth Protection Training.
2. ***No one-on-one contact.*** All conferences or meetings with youth should be done in plain sight or with another adult or staff member present.
3. ***Respect privacy.*** Separate shower facilities are provided for male and female youth (under 18) and adults (18 and older). Adults only enter youth areas as required for health and safety reasons.
4. ***Separate accommodations.*** Youth may not share a tent with an adult unless the adult is a parent. Male and female leaders may not share a tent unless they are married.
5. ***Release of minors.*** If a parent/legal guardian needs to pick up their child during his/her week at camp the Camp Director should be notified immediately. The parent/legal guardian and the Scout must go, in person, to the Director's Lodge to sign-out using the camp Sign-In/Sign-Out book. ***The camp administration will ask for documentation to prove the identity of the person picking up the minor.***

## **Dining Hall**

The Ingawanis Dining Hall is a great place to gather for a meal and fellowship. Meals will be served family style for breakfast, lunch, and dinner. There will be enough tables set up for the amount of campers being hosted during your specific week of camp. Don't be afraid to make new friends!

The Dining Hall procedures and job assignments will be covered during Friday orientation.

Please identify any special dietary needs your Scouts may have during the online registration. If needs are not specified before camp, we cannot guarantee immediate accommodations. ***No camper, adult leader, or Scout is permitted in the kitchen without the permission and direction of the Cook and/or Camp Director.*** Due to our limited ability to accommodate specific dietary needs, the Winnebago Council reserves the right to ask guests with food allergies to bring their own food to ensure a safe and comfortable experience for everyone.

**Garbage:** Please recycle all possible materials. Burn paper/cardboard products when able, all other garbage will be picked up at the roadway at designated markers beginning around 7:00 pm each evening.

**Camp Mail:** During each summer camp session, we will provide outgoing mail services. Located in the Director's Lodge will be an outgoing mailbox which will be sent out each day. Incoming mail will be sorted upon arrival at camp and will be delivered to the Cubmaster of the unit before flags each evening.

### **Camp mailing address:**

*Scout's Name*

*Unit Number*

*Ingawanis Adventure Base*

*2482 Grand Avenue*

*Waverly, Iowa 50677-9035*

**Telephone:** The telephone number at camp is 319-352-5880 and is reserved for emergencies and camp business. Additionally, the Camp Director, Whitney Jensen, can be reached on her cell phone at 641-750-3132. Parents/Guardians: if you need to contact someone at camp, please leave a message to return your call. Ingawanis Adventure Base is large, and it may take some time to locate the person you are trying to reach. **Leaders must be present if Scouts make outgoing calls.**

### **Homesick Campers**

Occasionally, Scouts may become homesick and want to leave camp. As you encounter such problems, please remember that the Ingawanis Adventure Base Staff includes members trained to deal with this exact situation. Please do not allow any Scout to leave camp early without discussing the situation with the camp leadership. They will deploy the staff to try and keep your Scout at camp!

### **Lost and Found**

Campers are responsible for their personal possessions. Lost and Found items may be returned and retrieved at the Trading Post. Ingawanis Adventure Base and the Winnebago Council are not responsible for lost or stolen items. Each Troop is responsible for bringing their own tents. Any lost items will be moved to the Scout Office at the end of the camp season. It is recommended that Scouts write their names on personal items, this will help return any lost items to the correct Scout.

### **Trading Post**

The Ingawanis Adventure Base Trading Post is open daily with hours posted around camp. The Trading Post is closed during meals. The Trading Post is stocked with supplies such as patches, T-shirts, hats, and other Camp/Scouting merchandise. It also has snacks and drinks. Scouts and parents should plan on having some spending money for camp gear and snacks. The average camper spends \$10 per day. An adult leader from your Pack may serve as a “banker” during the week, allowing youth to check money in and out to better monitor what is being spent.

### **Discipline**

While most discipline is the responsibility of the unit leadership, the Camp Director reserves the right to dismiss adults, youth, patrols and/or units from Ingawanis Adventure Base for violation of camp policies or those of Scouting America.

# Checking In – Checking Out

## Check-In Procedures for Resident Camp

1. Check-in will begin at 9:00 pm and continue until noon. **LUNCH WILL NOT BE SERVED ON FRIDAY.** Rather, due to survey feedback from the past couple of years, units will cook in their campsite over the noon hour and will receive supper at the Dining Hall at 6:00 p.m.
2. **For the safety of all Scouts no vehicles will be allowed in camp after check in. Upon check in each Pack will be allowed one vehicle pulling one trailer to go in, drop their trailer, and then will take their vehicle to the parking lot by the front entrance to park for the remainder of the session. The Camp Director will handle vehicle exceptions on a case by case basis BEFORE arrival at camp; you must submit a doctor's note before consideration is given.**
3. **Upon your arrival at camp, there will be a Camp Staff representative at the front gate to assist with Pack Trailer Movement and serving as a guide for directions and questions.** Once your entire Pack is at camp, the Lead Adult should report to the Director's Lodge. From there, you will meet your Campsite Guide at the Director's Lodge. Your Campsite Guide will go through your Pack roster with you (including adults) in order to proceed with the check-in. **ALL OUTSTANDING MONEY ISSUES WILL BE RESOLVED DURING CHECK-IN. IF A SCOUT IS NOT PAID IN FULL, THEY MAY BE ASKED TO LEAVE.**
4. Your Campsite Guide will then give your Pack a short tour to important buildings such as the Health Lodge and Dining Hall/Trading Post and then will walk everyone to their campsite using the shortest route possible.
5. Immediately after getting to your site, all Scouts and adult leaders should change into their swimsuit (or **arrive to camp swimsuit ready**). You will be escorted to the pool for your swim test. Each adult and camper will get a wrist band indicating their swimming level. Adults and campers not wearing a wrist band will not be permitted in the pool. Please note the last swim test will take place at noon. After campers complete their swim test, campers have until 1:50 p.m. to unpack and get ready. You also do have the option to bring a Swim Classification Record with you to camp instead of taking the test upon arrival; you will need a certified person in order to complete the tests and the paperwork.
6. Please meet on the Parade Field at 5:45 PM in your Field Uniform for flags, expectations, supper, all camp game, and welcome campfire.

## Check-Out Procedures

1. Please plan to be checked out of Camp NO LATER THAN 3:00 PM.
2. Your Campsite Guide will meet you in the Dining Hall at breakfast with a check-out list.
3. Clean-up your campsite. Please leave it better than you found it. Remember to dismantle any camp craft projects. When clearing a campfire, allow for the coals to burn to white ash, thoroughly soak with water, and scatter the remains over a large area away from camp. Your campsite must be checked for cleanliness by a member of staff before your pack leaves camp.
4. Once out of your site, make sure to visit the Camp Director and/or Health Lodge to pick-up Pack medical forms and to make sure all medications have been picked up.
5. Then, please proceed to the Director's Lodge to hand in camp appraisal form.
6. Sign-up for next year! Get your campsite early!



## Cub Scout Day Camp 2025

Cub Scout Day Camp Schedule (June 7th, 2025)									
	8:00 - 8:40	9:00 - 9:50	10:00 - 10:50	11:00 - 11:50	12:00 - 12:45	1:00 - 1:50	2:00 - 2:50	3:00 - 3:50	4:00
Group 1	<b>Check In, Followed By Flags</b>	Slip-n-slide	STEM	Trading Post/ Games	<b>Lunch</b>	Archery	Nature	BB Guns/ Slingshots	<b>Closing</b>
Group 2		Trading Post/ Games	Slip-n-slide	STEM		BB Guns/ Slingshots	Archery	Nature	
Group 3		STEM	Trading Post/ Games	Slip-n-slide		Nature	BB Guns/ Slingshots	Archery	
Group 4		Archery	Nature	BB Guns/ Slingshots		Slip-n-slide	STEM	Trading Post/ Games	
Group 5		BB Guns/ Slingshots	Archery	Nature		Trading Post/ Games	Slip-n-slide	STEM	
Group 6		Nature	BB Guns/ Slingshots	Archery		STEM	Trading Post/ Games	Slip-n-slide	

Check-In will be at the Director's Lodge. Flag Ceremony will begin on the Parade Field (behind the Dining Hall) at 8:40.

**Cub Scouts of all ranks are welcomed.**



# 2025 Resident Camp Guide

*Myths, Fables, and Fairy Tales*



## Friday

9:00am-12:00pm	Check-In
10:00am-12:00pm	Swim Checks
12:00pm	Lunch in campsites
1:15pm-1:45pm	Flat on Back (or FOB for short— rest time in campsites or free time with no program areas open.)
2:00pm-2:50pm	Program Block A
3:00pm-3:50pm	Program Block B
4:00pm-4:50pm	Program Block C
5:45pm	Assembly/Supper
7:30pm	Flag Ceremony/Campfire
	Ice Cream
10:00pm	Taps—Lights Out



## Saturday

7:00-7:30am	Polar Bear Swim
7:00am	Reveille
7:45am	Flag Ceremony/Breakfast
9:00-9:50am	Program Block A
10:00-10:50am	Program Block B
11:00-11:50pm	Program Block C
12:00pm	Lunch
1:00pm-1:30pm	FOB— Flat on Back— rest time
2:00pm-2:50pm	Program Block C
3:00pm-3:50pm	Program Block D
4:00pm-4:50pm	Program Block E
5:45pm	Assembly/Supper
7:30pm	Flag Ceremony/Campfire
10:00pm	Taps—Lights Out



## Sunday

7:00am	Chapel
7:00-7:30am	Polar Bear Swim
7:45am	Flag Ceremony/Breakfast
9:00-9:50am	Program Block A
10:00-10:50am	Program Block B
11:00-11:50am	Program Block C
12:00pm	Closing



***See You Next Year!***

	Day 1 Afternoon			Day 3 Morning		
	2:00-2:50 pm	3:00-3:50 pm	4:00-4:50 pm	9:00-9:50 am	10:00-10:50 am	11:00-11:50 am
Archery	1	3	2	4	6	5
BB Guns	2	1	3	5	4	6
Cope/Climbing	3	2	1	6	5	4
Swim	4	6	5	1	3	2
Ecology	5	4	6	2	1	3
STEM	6	5	4	3	2	1

	Day 2					
	9:00-9:50 am	10:00-10:50 am	11:00-11:50 am	2:00-2:50 pm	3:00-3:50 pm	4:00-4:50 pm
Archery	1	3	2	4	6	5
BB Guns	2	1	3	5	4	6
Cope/Climbing	3	2	1	6	5	4
Swim	4	6	5	1	3	2
Ecology	5	4	6	2	1	3
STEM	6	5	4	3	2	1



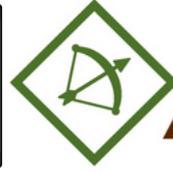
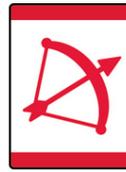
**Campfires:** On Friday the Staff will put on a Campfire with skits and songs for the Scouts. On Saturday, the Scouts will be sharing their skits and songs with their own campfire



### Target Sports:

During the Resident Camp Scouts will have the chance to complete the requirements for their rank's Target Sports Adventures:

- Sling Shots
- Archery
- BB Guns



**Climbing:** Scouts will have the opportunity to explore their comfort zone on the small climbing wall and strive to achieve new heights on the big climbing wall.



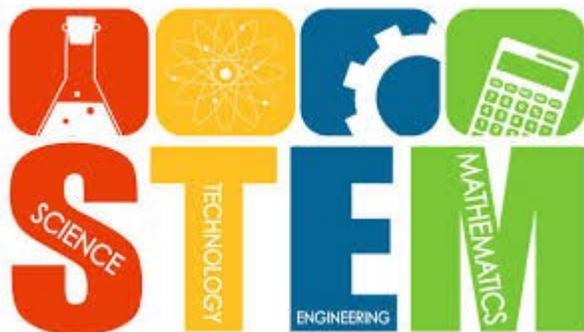
**Aquatics:** Scouts will get to have some fun in the sun and learn about safety on and in the water. With opportunities to work on the Aquatics Adventures:

- Tigers in the Water
- Paws for Water (Wolf)
- Salmon Run (Bear)
- Aquanaut (Webelos)
- Swimming (Arrow of Light)



**Ecology:** Scouts will participate in hikes around camp while learning about plants, animals, fungi, and the importance of nature while working on Adventures:

- Tigers in the Wild (Requirements 1, 2, and 4 must be done outside of camp)
- Paws on the Path (Wolf)
- Bear Habitat
- Webelos: Earth Rocks (Requirement 4 has to be done outside of camp)
- Arrow of Light: Into the Woods



**STEM:** Scouts will take part in many scientific experiments to make discoveries involving science, engineering, and technology while working on Adventures:

- Webelos: Build It!
- Arrow of Light: Engineer

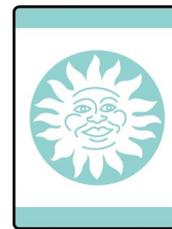
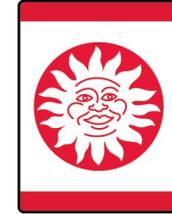
**Interfaith Worship Service:**

Ingawanis will have a non-denominational Chapel Service available at 7:00 am on Sunday at the Chapel. All are welcome.



**General Camp Adventures:** Some Adventures for the Scouts will be done at camp in general:

- Let's Camp Tiger (Requirements 1, 2, and 3 must be done before camp)
- Tiger Summertime Fun (Resident Camp Counts for 1 of the 3 Activities)
- Let's Camp Wolf (Requirements 1, 2, and 3 must be done before camp)
- Wolf Summertime Fun (Resident Camp Counts for 1 of the 3 Activities)
- Let's Camp Bear (Requirements 1, 2, and 3 must be done before camp)
- Bear Summertime Fun (Resident Camp Counts for 1 of the 3 Activities)
- Let's Camp Webelos (Requirements 1, 4, and 8 must be done before camp)
- Webelos Summertime Fun (Resident Camp Counts for 1 of the 3 Activities)
- Arrow of Light Summertime Fun (Resident Camp Counts for 1 of the 3 Activities)



## **Camp Policies**

At Ingawanis Adventure Base the Scout Oath and Law are guiding principles. We expect each leader to provide guidance within the pack to follow the principles and the policies of Winnebago Council, and Scouting America.

**Flag Ceremonies:** The flag is raised promptly at 7:45 am every morning and retired at 5:45 pm every day. All Packs are expected to attend/conduct these ceremonies out of respect for our camp, country, and flag.

**Uniforms:** All campers are expected to be in uniform during the day. The Field uniform (Class A) is to be worn to all evening flag ceremonies, vespers, campfires, and dinner. Your Unit Activity uniform (or Class B) is acceptable to be worn at all other times.

**Shoes:** Per BSA policy, closed toe shoes must be worn at all times except when showering, sleeping or swimming. Our camp has many rocks that are eager to cause foot injuries.

### ***Latrines:***

To minimize odors in the campsite latrines, please ensure that the doors stay closed when not in use. This will allow the venting system to work properly. Cleaning supplies for daily cleaning can also be obtained from the Quartermaster. Please do not permit your Scouts to place trash or foreign objects, such as soda cans and sticks, in the latrines. Please do not wash dishes in the washstand. Please do not dispense of anything but human waste in the latrines.

**First Aid:** All illnesses and injuries must be reported to the Health Officer for treatment; we will log all information in the First Aid logbook. All medications must be checked-in at the Health Office for locked storage and distribution. Any Scouts who have medications for asthma or anaphylaxis should always carry their inhalers or epinephrine but are required to bring a second set to the Health Lodge for emergencies.

**Vehicles:** **Vehicles are not permitted in camp** with the exception of the singular vehicle that will go in and drop your unit's trailer during check in and go back in to pick it up at the end of your stay. All vehicles must be parked in the front parking lot. The Camp Director will handle exceptions on a case by case basis **BEFORE** arrival at camp, and for consideration you must provide a doctor's note.

**Restricted Areas:** The shooting ranges, waterfront, and climbing areas are off-limits except during program times when supervised by the Camp Staff. Campers and leaders also should not enter or pass through campsites other than their own without permission. As such, permission should be obtained before entering any restricted areas.

**Leaving Camp:** All campers and leaders must stop by the Director's Lodge before leaving camp to sign-out and complete necessary documentation. Unit leaders must arrange two-deep coverage with the Camp Director before leaving.

**Alcoholic Beverages & Illegal Drugs:** Alcoholic beverages and illegal drugs are not permitted in camp. Possession or use on camp property will be cause for removal.

**Smoking and Tobacco:** Smoking is prohibited except in areas explicitly designated by the Camp Director. The goal of this policy is to keep smoking away from Scouts. This includes E-Cigarettes, vaporizers, cigars, cigarettes, and nicotine delivery systems, etc. **NO SMOKING IN CAMPSITES OR CABINS!**

**Knives:** Sheath knives are not to be carried by campers or leaders. Knives that are being carried on camp must have a blade of 5 inches or less.

**Wristbands:** Every paid Scout, leader, parent or staff will be given a wrist band. This wristband must be worn at all times and helps staff ensure the safety of the campers. Parents or leaders visiting camp must check in with the Camp Director to receive their bands. Visitor wrist bands must be worn at all times. If wristband is lost, Scouts and leaders will need to obtain a new one from the Camp Director. Swim classification wrist bands WILL count as a proper form of identification.

**Fireworks:** Per BSA policy, possession or use of fireworks in camp is prohibited and is cause for removal.

**Fuels:** Flammable liquids are generally prohibited from use in camp. This includes fire-starting liquids and gels. Units planning to use liquid fuel for lanterns and stoves should contact the Camp Director in advance for safety purposes. Store chemical fuels in their original containers or in containers designed for immediate use. Securely store any spare fuel away from sources of ignition, buildings, and tents.

**Cutting Trees:** No living or standing dead trees, including saplings, are to be cut unless specific permission from the Camp Director or Camp Caretaker are given. Should your unit need more firewood, you can venture into the woods to find anything that is laying on the ground to buck up and use.

**Camp Property:** Individuals and units will be charged for repair or replacement of camp property damaged as a result of misuse or neglect.

**Personal Items:** All personal gear should be clearly labeled or marked with a waterproof marker (please include Unit number). Ingawanis Adventure Base and the Winnebago Council are not responsible for lost, damaged or stolen items. We recommend that electronic equipment such as cellphones, laptops and handheld gaming systems along with other valuables be left at home.

**Electronics:** Electronic devices detract from the outdoor experience and are strongly discouraged. Some of these devices include AM/FM radios, televisions, cell phones, etc. Please check with the Camp Director at check-in if you have questions. *Some devices may be necessary for use in programs only (photography, bird study, etc.)*

**Lost and Found:** Campers are responsible for their personal possessions. Lost and Found items may be returned and retrieved at the Trading Post. Ingawanis Adventure Base and the Winnebago Council are not responsible for lost, damaged or stolen items. Each Unit is responsible for bringing their own tents. Any lost items will be moved to the Scout office located at 2929 Airport Blvd, Waterloo, IA, 50703 at the end of the camp season. It is strongly encouraged that Scout's or parents write the Scout's name and unit number on personal items to assist in returning them to the rightful owner.

**Pets:** Dogs and other personal pets, outside of certified service animals, should be left at home and are **NOT** allowed in camp. Exceptions may be made for staff as this is their summer residence and some pets are part of camp program areas.

**Taps:** Taps represents lights out, quiet policy. Please be respectful of other units and follow this policy closely.

## **Emergency Procedures**

**Emergency procedures and alarms will be discussed at Expectations on the first evening.**

### **When the Camp Siren sounds:**

1. All campers (Cubmasters, Scouts, and adults) and staff for the **northern portion of the camp** report to the Parade Field where Flags are conducted next to the Dining Hall. **South end of the camp** report to the OSI shelters located by the Archery Range and Call-out area.
2. Adult Leaders and Area Directors will then check your attendance. If any Scouts/Adults are missing we need full name, unit number, and all information possible on last whereabouts.
3. Report attendance to the staff member in charge.
4. Wait for directions.
5. If **ALL CLEAR**, two short siren blasts will sound.

**Lost Bather:**

1. The siren will sound at Aquatics Director's direction.
2. All able staff will be immediately dispatched to the waterfront.
3. All units will assemble on the Sports Field next to Dining Hall and follow procedures as outlined when the camp siren sounds.

**Lost Camper:**

1. Immediately report any missing person to a Staff Member. **DO NOT DELAY!**
2. All Units will assemble on the Parade Field next to Dining Hall and follow procedures as outlined when the camp siren sounds.
3. Keep together.
4. The siren will sound at Camp or Program Director's direction.
5. Staff will begin searching for the lost person immediately.
6. If necessary, the camp director will contact the Local Police and Fire Departments.

**Fires:**

1. Report the fire to a Staff Member.
2. Report to the Old Parking lot for a headcount
3. The Camp Director will notify appropriate fire agencies.
4. Staff will line the road to guide fire services to the location of the fire.
5. Do not go back for anything! Do not attempt to fight the fire!

**Severe Storms (all storms including lightning, hail, and high winds):**

1. If there is the potential for severe weather units will be notified to stay alert.
2. If weather becomes severe that shelter is needed a constant siren will sound.
3. Quickly make your way to the closest shower house.  
South of camp takes shelter in the south shower house  
North of camp takes shelter in the Pool shower house.

**Intrusion Policy:**

1. According to BSA National Camp Standard, a policy and procedure must be in place to address possible intrusion of unauthorized persons onto the camp property.
2. In the event of a possible intrusion, notify the Camp Director immediately.
3. In order to identify campers, leaders, and visitors, everyone except for staff will be issued wristbands for identification. Wristbands must be worn at all times.

**Procedures:**

- 1) All visitors must report to the camp office/Camp Director to sign-in and out.
- 2) All visitors will wear an identification wristband.
- 3) If an unauthorized person is suspected, report that person to the nearest program area.
- 4) The program area director will immediately contact the Camp Director. While waiting, the program area director will begin to take notes observing the possible intruder and relay a description of the individual.
- 5) The Camp Director will then proceed to the area with the Camp Caretaker and another adult.
- 6) In the case of an emergency, the local state police and sheriff will be contacted immediately. If the person in question flees, local authorities will be notified of the intrusion regardless.
- 7) Camp program will continue unless a camp-wide emergency is warranted. In this case, the camp siren will sound and procedures for siren sounding should be followed.
- 8) An assessment will be made as to the severity of the problem in collaboration with the Scout Executive and local authorities.
- 9) All situations of possible intrusion will warrant a "Report of Intrusion" by the Camp Director and be filed in the camp office.
- 10) All adult leaders should train their Scouts to follow the above procedures and report strangers/intruders to the nearest staff member/adult.
- 11) The Buddy System is to be followed at all times.

## Suggested Gear List for Units and Individuals

### Recommended Unit Equipment List

- American Flag
- Unit flag
- Patrol flags
- First aid kit\*
- Lock box for money/valuables
- Handbooks
- Lantern
- Cots and/or mattresses/Pads
- Small repair kit (duct tape, wire, rope, etc)
- Black marking pens
- Camp chairs
- Clothes hangers (leader tents)
- Alarm clock (leader tents)
- Personal tents
- Lighters or Matches
- Foot locker or box that can be locked
- Padlock
- Cookware and Utensils (for campsite cooking Thursday evening)
- 1 gal. ziplock plastic bags – 1 per camper (place valuables in bag and lock in box)
- Permanent marker to write names on bags
- Hammer, shovel, saw, garden rake, garden hose (to keep your area's dust down)
- Ice chest
- Water cooler
- Dining fly or rain tarp

### *Personal Equipment Recommendations*

- Complete Scout Uniform
- Hiking shoes
- Tennis shoes
- Extra shirts
- Extra pants and shorts
- Four pair underwear
- Four pair socks (minimum)
- Sweater & heavy jacket
- Swim trunks or swimming suit
- Toilet kit (soap, comb, toothbrush, toothpaste, etc.)
- Wash cloth
- Towels
- Notebook & pencils
- Pack
- Water Bottle
- Postcards with stamps
- Small pillow
- Flashlight with extra batteries
- Scout Handbook
- Spending money
- Rain gear
- Sleeping bag
- Sleeping pad or air mattress
- Tent

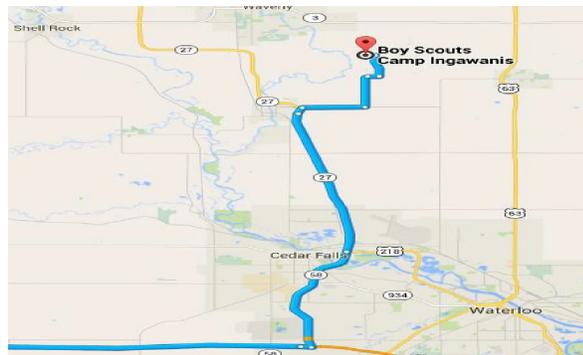
### **Other Equipment (you may wish to bring)**

- Watch
- First aid kit
- Insect repellent
- Pocket knife
- Camera
- Sunscreen
- Sewing kit
- Foot locker



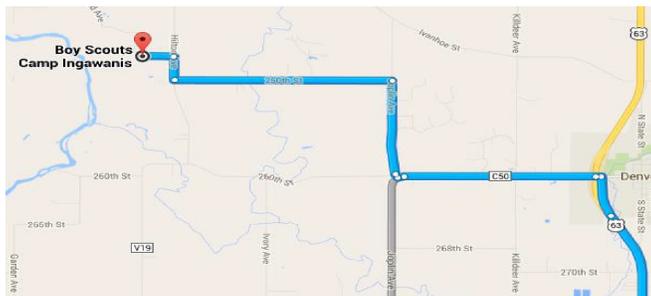
### Traveling South via IA-27 S/US-18 E/US-218 S

Follow IA-27 S/US-218 S  
 Take the exit toward 210th St  
 Take W Bremer Ave to Grand Ave  
 Turn left onto 210th St  
 Continue onto 35th St NW  
 Merge onto 5th Ave NW  
 Merge onto 20th St NW  
 Turn left onto W Bremer Ave  
 Turn right onto 39th St SE  
 Continue onto Grand Ave  
***The camp will be on the right***



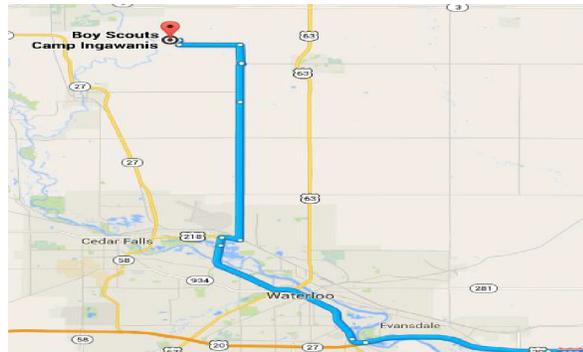
### Traveling East on Hwy 20

Take Exit 225  
 Turn left onto IA-58 N  
 Continue onto IA-27 N  
 Take the exit toward 275th St  
 take the 1st exit onto 275th St  
 Turn left onto Hawthorne Ave  
 Continue onto 260th St  
 Turn left onto Hilton Ave  
 Turn left onto Grand Ave  
***The camp will be on the left***



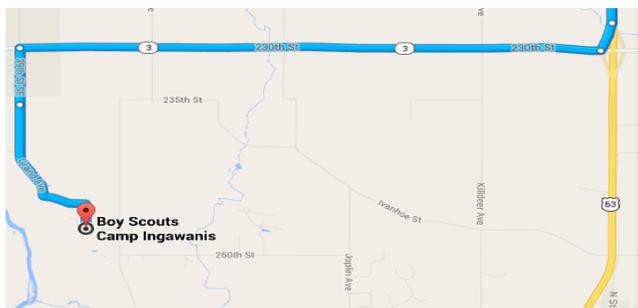
### Traveling US-63 North

Turn right onto 260th St  
 Continue straight onto Joplin Ave  
 Turn left onto 250th St  
 Turn right onto Hilton Ave  
 Take the 1st left onto Grand Ave  
***The camp will be on the left***



### Traveling East on Hwy 20

US-20 W to Waterloo exit 185 from US-218 N  
 Take Wagner Rd, Joplin Ave and 250th St to Grand Ave in Washington  
 Turn right onto Broadway St  
 Take the 1st left onto Wagner Rd  
 Continue onto Joplin Ave  
 Turn left onto 260th St  
 Continue straight onto Joplin Ave  
 Turn left onto 250th St  
 Turn right onto Hilton Ave  
 Take the 1st left onto Grand Ave  
***The camp will be on the left***



### Traveling US-63 S

Exit onto IA-3 W/230th St  
 Turn left onto 39th St SE  
 Continue onto Grand Ave  
***The camp will be on the right***

## **Supplemental forms you may need**

The following forms can be downloaded off the Winnebago Council website at: [www.winnebagoCouncil.org](http://www.winnebagoCouncil.org)

*Scouting America Annual Health and Medical Record	(Required for everyone attending camp)
**Winnebago Council Campership Application	(For Scouts requesting financial assistance)
**Unit Pre-Camp Swim Check Roster	(For units completing swim checks before camp)
**Routine Drug Administration Record	(For Scouts taking medications during their week at camp)

\*Form is required for each Scout/Adult attending Camp

\*\*Form is required for each Scout/Adult if relevant

## **CAMP STAFF / COUNSELOR IN TRAINING PROGRAM**

### **Camp Staff**

One of the key contributors to the summer experience is the camp staff; the dedicated men, women, and youth who spend their summers working to ensure every unit in camp has the richest experience possible.

Positions are available each season to qualified Scouters, Scouts and skilled adults among a wide variety of administrative, program, and support functions. Camp Staff positions are applied for in the fall and spring with interviews during school holiday breaks in early 2025. Requirements and applications for Camp Staff are available online at [www.winnebagoCouncil.org](http://www.winnebagoCouncil.org) or by calling the Winnebago Council Scout Office at: 319-234-2867.

Should you have any questions regarding 2025 Cub Scout Resident Camp at Ingawanis Adventure Base, please contact the Winnebago Council Scout Office in Waterloo, Iowa, at: [319-234-2867](tel:319-234-2867) or [www.winnebagoCouncil.org](http://www.winnebagoCouncil.org)

## **Youth Protection**

All Adults are required to have Current Youth Protection Training before interacting with Youth.  
YPT is Available online at:

<https://www.Scouting.org/training/youth-protection/>



Should you have any questions regarding 2025 Cub Scout Day or Resident Camp at Ingawanis Adventure Base, please contact the Winnebago Council Scout Office in Waterloo, Iowa, at 319-234-2867

[www.winnebagoCouncil.org](http://www.winnebagoCouncil.org)