

Pre-Camp Checklist

Months Ahead of Camp

- Verify OA Unit Elections are held prior to camp and leaders should bring their copy of the Unit Election form to camp
 - *Out-of-council units see page 15
- Set up any camperships, if necessary, get completed forms turned in by April 15
- Fees due in by April 29, 2022 or late fee will be charged per person
- Counsel Scouts on merit badge program
- Youth Protection Training, register all Leaders

Up to One Month Ahead of Camp

- Conduct a parents night so they are informed about their Scouts' plans for summer camp
- Arrange leadership, transportation, finance
- Medical forms turned in to unit, including forms required for medications (self-administered, prescription, and non-prescription)
- Provide each family with map to Klaus, mailing address, phone number and a list of personal equipment
- Make plans for the Family Night meal at Camp Klaus—take a pre-count and submit a number
- Fill out camp rosters (with extra copies) to have one set ready to turn in at check-in
- Don't forget to review items with first-year parents. Remind them that all youth should remain until Saturday morning
- List of anyone with medicines and the correct directions
- List of any special allergies, special food requirements, or special teaching needs

Week of Camp

- Extra funds for emergencies
- Load troop equipment
- Verify transportation methods

