

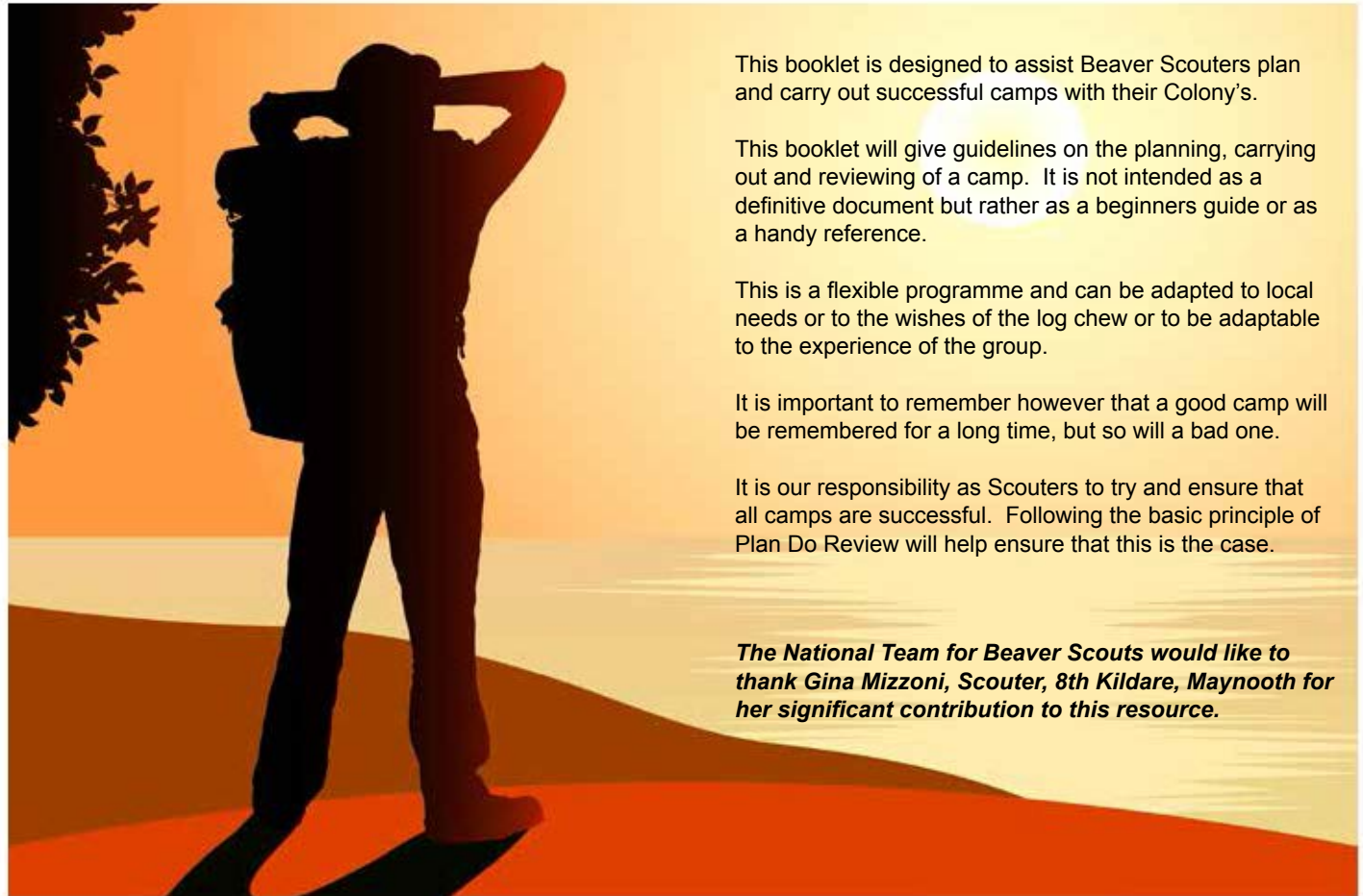
Under the dark is a star,  
Under the star is a tree,  
Under the tree is a blanket,  
And under the blanket is me.

Marchette Chute

Let's go  
Camping



beaver scouts



This booklet is designed to assist Beaver Scouters plan and carry out successful camps with their Colony's.

This booklet will give guidelines on the planning, carrying out and reviewing of a camp. It is not intended as a definitive document but rather as a beginners guide or as a handy reference.

This is a flexible programme and can be adapted to local needs or to the wishes of the log chew or to be adaptable to the experience of the group.

It is important to remember however that a good camp will be remembered for a long time, but so will a bad one.

It is our responsibility as Scouters to try and ensure that all camps are successful. Following the basic principle of Plan Do Review will help ensure that this is the case.

***The National Team for Beaver Scouts would like to thank Gina Mizzoni, Scouter, 8th Kildare, Maynooth for her significant contribution to this resource.***

## Plan – Do – Review

Once you decide to start planning your Beaver Scout camp, the first thing to do is to review previous camps (if any) and activities to get an idea of what the Scouters and Beaver Scouts enjoyed in the past and what they didn't like.

### Log Chew

A Log Chew is a great way of getting input and ideas from the Beaver Scouts about where they would like to go and what they would like to do when they get there. It may be an idea to do a mind map and look at all sorts of ideas (see sample on resource page). Once everybody throws in some ideas each one should be discussed to see which people are most interested in.

When a couple of options have been agreed, then they should be delegated to a Scouter to investigate.

#### The investigation should include the FACTS:

- Feasibility
- Availability (camp site and equipment)
- Cost
- Transport
- Schedule/Programme

Once the investigation is complete, they should report back to the other Scouters to allow for a decision to be made.



## Discussion and Decision

It is important that when the Scouters and Beaver Scouts are discussing the camp around a table that they keep in mind all the possible options. When discussing programmes, keep in mind the Scout Method and the way that the programme will be implemented, e.g. adventure skills badges, spices, etc.

Once an outline for the camp has been decided, i.e., date, location etc all possible problems should be teased out amongst the Scouters. A letter should be sent home informing parents of dates and location of camp etc.

This can be included in a newsletter if you provide them, or as part of another letter/mailer. It is not important at this time to have all the information ready for parents but just enough to allow parents put the date in the diary and start thinking about whether or not their child can attend.

If this is your Beavers first camp it may be a good idea to go somewhere nearby within easy travelling distance of the den or the children's homes. You may wish to camp for a shorter period of time – only one night – on your first camp. As you gain more experience you can become more adventurous by spending two nights on camp and travelling further from home.



# The Camp Team Roles

Although Beaver Scout camps are only for a short period of time (up to 2 nights both at home and in the UK) it is important to share the work load and designate various roles to the Scouters in the section.

## Camp Chief

This Scouter would oversee all aspects of the camp and make sure that all other team members are completing their tasks. It is not up to the Camp Chief to run the camp but it is their responsibility to let all other Scouters know what's happening and what they should be doing, etc.

There is also a role may referred to as **Leader in Charge**. This role may also be carried out by the Camp Chief. This Scouter must have Stage 5 – Over-nights – of their Wood Badge Training completed and is ultimately responsible for all youth members and scouters on the camp.

## Quartermaster

This Scouter would draw up an equipment list for the camp and the Beaver Scouts (keeping in mind activities, etc.) and would make sure that all this necessary equipment/gear was with them on the camp. Once this list has been drawn up for one camp, it just needs to be reviewed for subsequent camps.



## Camp Chef

This Scouter would draw up the camp menu and ensure that the Quartermaster is aware of the cooking equipment required and that the necessary food is purchased.

## Treasurer

This Scouter would make sure that the budget is kept to while planning the camp and also on the camp.

## **Programme Co-ordinator**

This Scouter would not organise the entire programme on camp but would oversee it and make sure that the programme is taking place.

## **Lodges**

Each Lodge could be assigned to each of the main roles during the camp to help in those areas and also to gain experience. However, keep in mind that not all lodges may be represented on camp so you may need to set up “camp” lodges for the duration of your trip.

Some of the roles listed below may overlap depending on how large your Colony is and how many beaver scouts are attending your camp. Alternatively some camps may need to create additional roles.

During camp it might be an idea to use a Scouters rota so that everyone knows what needs to be done and when. (Perhaps a timetable like in the Sleepover – Gathering Style resource?). A camp timetable done out with the Beaver Scouts in mind could also be displayed – this way the Beavers can see what is due to happen during each section of the camp.

If your group has a Rover Scout or Venture Scout Section you could try to involve them on your camp – they will gain the experience of working on camp with younger youth members and the Beaver Scouts will enjoy having the older sections along on the camp – they know all the best camp fire songs!!!



It also helps if you can bring along some experienced Scouters – see section of resource on Buddy System for Scouters.





## Budgeting for Camp

When budgeting for a camp all eventualities should be taken into account so that the section or group isn't short money at the end of the camp. The budget is best presented and managed when it's broken down into categories.

The main categories of the budget would be:

### **Transport**

Public Transport, Private Coach, parents providing lifts - car-pooling can save money and should be used where possible.

### **Food**

A guideline cost for the food budget would be €7 - €10 per person per day (this amount would depend on numbers and local food prices).

### **Activities**

Provided by Scouters or Campsite etc. – if provided by the campsite you will incur extra charges.

### **Accommodation**

This price varies from site to site – if you are not camping in a Scouting Ireland site it may be worthwhile negotiating a rate for scout groups.

### **Other**

This may include: prizes for best lodge, first aid kits, extra equipment needed for the camp, miscellaneous (this would be about 5% of the overall cost), etc.

### **Contingency Money**

Around 10% of the overall camp fee should be completely separate contingency money to be used for "What if's". This will ensure that if the budget is tight, there will be some money there for the unforeseeable.

If camping outside the Republic (i.e. Northern Ireland or GB) ensure you have brought enough of the local currency for emergencies. Some hostels also operate a coin operated electric meter so adequate quantity of the relevant coins may be required.

## Costs

To determine the cost of the camp it is best to do a break even analysis.

**Fixed Costs:** This is a cost that stays the same regardless of the number of beaver scouts attending the event i.e. a coach is €200 for 10 or 20 beaver scouts.

**Variable Costs:** These costs change depending on the number of individuals attending such as €5 per person camping.

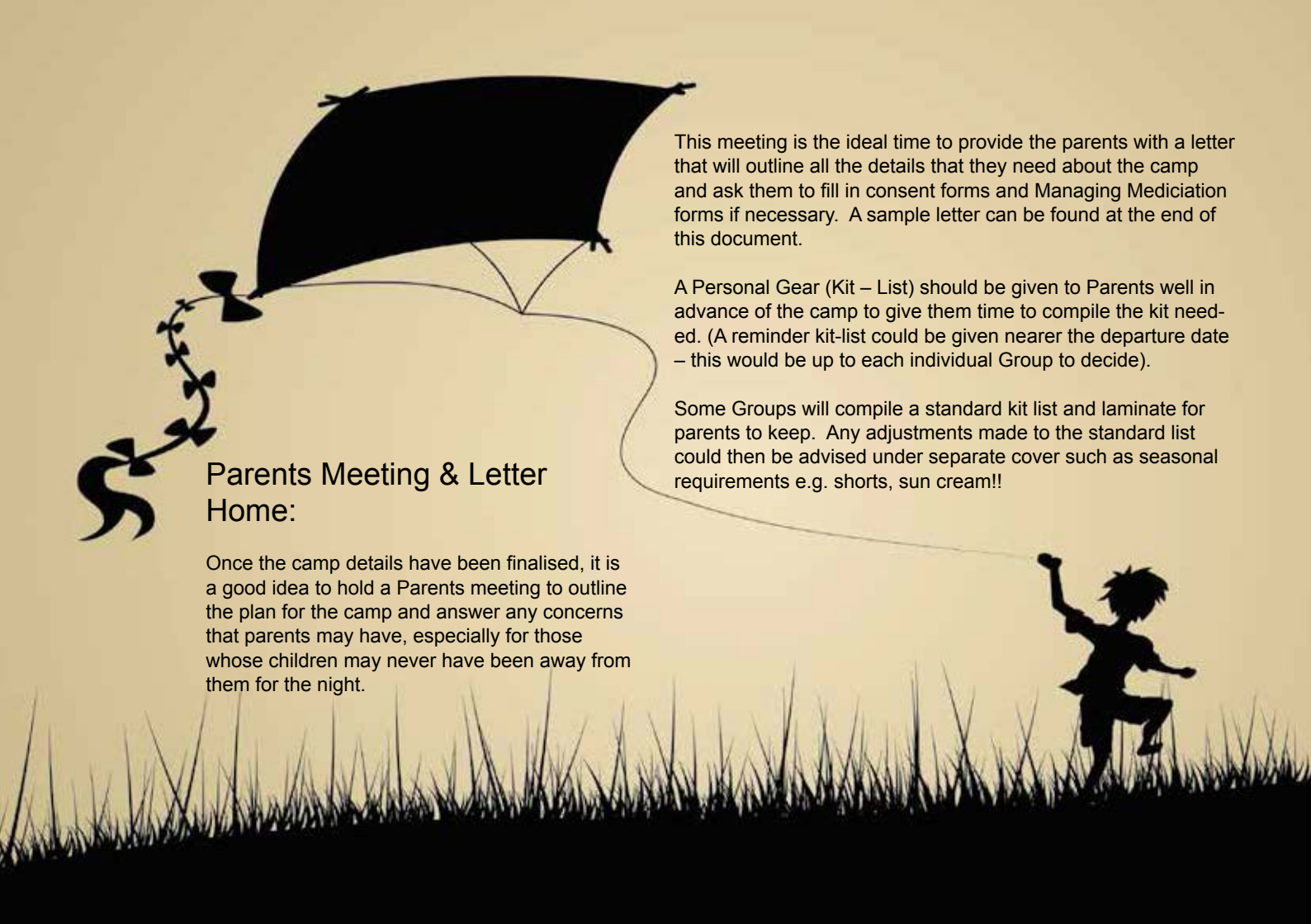
## Sample Break even Analysis:

	Fixed costs:	Variable costs:
Coach	€200	
Food		€8
Scouter Costs	€76	
Camp Fee		€5
Misc	€100	
Activities – canoeing (on site)		€5
Activities – survival (own)		€2
<b>Totals</b>	<b>€376</b>	<b>€20</b>

Cost of camp per Beaver Scout €37.00

No of Beaver Scouts	10	15	20	25	Actual 22
Fixed Costs ÷ no of Beaver Scouts	€37.60	€25.06	€18.80	€15.04	€17.09
Variable Costs	€20.00	€20.00	€20.00	€20.00	€20.00
Cost per person	€57.60	€45.06	€38.80	€35.04	€37.09






This meeting is the ideal time to provide the parents with a letter that will outline all the details that they need about the camp and ask them to fill in consent forms and Managing Medication forms if necessary. A sample letter can be found at the end of this document.

A Personal Gear (Kit – List) should be given to Parents well in advance of the camp to give them time to compile the kit needed. (A reminder kit-list could be given nearer the departure date – this would be up to each individual Group to decide).

Some Groups will compile a standard kit list and laminate for parents to keep. Any adjustments made to the standard list could then be advised under separate cover such as seasonal requirements e.g. shorts, sun cream!!



## Parents Meeting & Letter Home:

Once the camp details have been finalised, it is a good idea to hold a Parents meeting to outline the plan for the camp and answer any concerns that parents may have, especially for those whose children may never have been away from them for the night.

## Practice / Practice / Practice

For many Beaver Scouts and indeed Scouters this maybe their first camping experience and as such it is important that as many aspects of camping are practiced in the weeks leading up to the camp. For example:

- **Pitching the tents they will be camping in**
- **Stuffing a sleeping bag**
- **Laying out your sleeping area**
- **Packing a ruck sack**

Where possible turn this into a game so that the Beaver Scouts enjoy themselves and it doesn't feel like a chore.

### For example - Tent Pitching:



As mentioned above practicing how to pitch a tent with the Beaver Scouts will save time when setting up camp. The Beaver Scouts should be shown how to pitch the tent correctly and have an understanding of the various parts of the tent. It is also a great opportunity to teach them about caring for the tent and how to behave whilst inside it and walking around it. Such as:

- No eating or drinking inside the tent
- Keep it neat and tidy
- No running near the tent
- No jumping over guy lines
- Equally important is showing them how to strike a tent and the careful packing away of it.

## Menu

Using a log chew gather ideas for your camp menu from the Beaver Scouts so that you have a good idea of what they want to eat but also keeping in mind the different food groups and healthy diets and available cooking methods.

Keep in mind that cooking facilities may vary from site to site so one or two pot meals are best such as spaghetti bolognese or chicken curry. This will also help reduce washing up time and these type of meals are also easier and faster to prepare.

From the Activities Consent Form you should have an idea of who has allergies, vegetarian, etc but it would be no harm to double check with the Scouts/parent's again. Two sample menus for 1 night camps or one or two night camp is below.





	<b>Menu 1</b>	<b>Menu 2</b>
<b>Lunch</b>	Packed Lunch	Bread Rolls, Ham, Chicken, Cheese, Salad etc, Fruit, Packet of crisps
<b>Dinner</b>	Spaghetti Bolognese Swiss Roll	Burgers, Mash, Beans Eton Mess
<b>Supper</b>	Hot Chocolate, Biscuits	Hot Chocolate, Biscuits
<b>Breakfast</b>	Orange Juice, Cereal, Milk, Toast, Tea	Orange Juice, Bacon, Egg, Bread/French Toast

## Suggested portion sizes

Food Item	Portion Size	Food Item	Portion Size
Bread	approx. 20 slices in a sliced pan.	Sausages	2 pp (breakfast & Lunch) 4 pp (dinner)
Tinned food (Beans, Peas, Spaghetti etc) (regular size tin)	Serves 2½-3	Cold Meat	Picnic Sliced 2 per sandwich, Deli Cut 1 per sandwich
Potatoes	2-3 pp	Pasta	Small cup pp
Vegetables	120-130gms pp (small cup)	Rice	45-60gms pp (½ cup uncooked)
Weetabix	2pp	Cereal e.g. corn flakes	100gms pp
Chicken fillet	1 pp	Rashers	2 pp
Hot dog sausages	2 pp	Mince	100gms pp
Fish Fingers	3 pp	Biscuits	4-6 pp
Butter	30-50gms pp	Sugar	30-40gms pp
Jam	30-50gms pp	Sauce	30gms pp



## Personal Gear

The Personal Gear List should be drawn up while keeping in mind the activities that the Beaver Scouts will be doing as well as the weather, length of camp, etc.

The Personal Gear List – attached to this resource is an example of some of the personal gear that a scout would be expected to bring. Some outdoor shops will give Scouting Ireland members a discount so make sure to ask.

Typically Beaver Scouts would bring two styles of bags on a camping adventure:

A small “day bag” – back pack style bag with two shoulder straps – this would go with them on their small hikes and trips away from the main campsite.

A rucksack for their overnight gear such as sleeping bag, ground mat etc. This would normally be no larger than 65 litres.





The Rucksack should be large enough to contain all their gear and parents should take the time to carefully select their Beaver Scouts rucksack. While value for money is important, parents should also consider that their child may be involved in scouting for 3+ years.

Beaver Scouts should “try on” the rucksack while it is empty to get an idea of how heavy it may be once packed.

While Beaver Scouts do not typically cover large distances with their rucksacks, it may be necessary to carry it from the car park to the actual campsite. What was considered manageable at home may become very heavy and uncomfortable while walking to the site. It is essential that they can carry their own equipment without the assistance of parents or scouters.

As previously mentioned it is important that Beaver Scouts and their parents have an idea of how to correctly pack their ruck sack. Working on the principle of ‘Last In, First Out’. It is also important to put everything into plastic bags as ruck sacks are not normally waterproof.

**A detailed version of the Personal Gear Check List is available at the end of this document for printing.**

## Section Gear List

The Quartermaster for the camp or section should make a list of all the gear that the section needs for the camp. They also check that the equipment is in working order and fully fuelled where appropriate.

This list should be sent to the Group Quartermaster, as soon as possible, to ensure that the equipment is available for the chosen dates. It would be advisable to have confirmation of this before notifying parents of a particular date – as with most Groups the equipment is shared and may be in use by another Section on your required dates.

There is a detailed version of a Section Gear Check List at the end of this resource. This list should be changed to suit the Group and number of people that are going on camp. This list is for a basic 1 night camp, and as such equipment is kept to a minimum. This can be added too depending on Section needs.

***All equipment should be returned in good working order and correctly packed away. Tents that are wet or damp should be dried out before storing them and any breakages or usages should be reported to the Quartermaster for their attention.***

## Programme and Alternatives:

When planning the programme for the Beaver Scouts it is important to offer a programme that is fun and challenging, but allowing time for 'free time' where they can do their own thing under your watchful eye.

Depending on where you are camping there maybe on-site activities, or activities in the local area, both free and fee paying. Alternatively you can bring your programme with you.

An alternative programme will also be needed if it is not possible due to weather etc. to carry out some of the activities that you had planned.

There are a number of elements from the adventure skills that can be completed prior to and during a camp to help the Beaver Scouts achieve a badge, for instance:-

**Adventure Skills – Camping, Pioneering, Hill Walking and Backwoods Level 1 & 2 – these skills can be finalised at camp having started some of the requirements during your den nights.**

### Do

You have planned everything for camp and the weekend has finally arrived. Things may go wrong and plans will change, but the main thing is to enjoy it.

Head off in plenty of time – be on site before parents and Beaver scouts arrive.

During camp it might be an idea to use a Scouters rota so that everyone knows what needs to be done and when. (Perhaps a timetable like in the Sleepover – Gathering Style resource?). A camp timetable done out with the Beaver Scouts in mind could also be displayed – this way the Beavers can see what is due to happen during each section of the camp.

It also helps if you can bring along some experienced Scouters – see section of resource on Buddy System for Scouters.

### Other sources of Programme for your Camp:

**Log Chews** – ask the Beaver Scouts for some ideas while at the planning stage – they can use their Programme books to come up with some ideas – Scouters can then work with these ideas for the camp Programme.

**SPICES** – a camp based on the SPICES utilising your One Programme Resources with the Fox Lodge – again some preparation in the den will be necessary.

**Themed Camps** – like Sleepovers, a theme can bring great fun and excitement to a camp – costumes, games, food etc. – the sky is the limit!!

## Review

At the end of camp, or the first meeting after a review of the camp should happen with the Beaver Scouts and Scouters. All aspects of the camp should be discussed.

There is no right way to conduct the review, some examples are below:

- Conduct a log chew – have the Beaver Scouts talk about what they liked, didn't like and/or things they would change or do differently at the next camp

- Get the Beaver Scouts to stand at different sides of the den to signify their opinion e.g. great, okay, could be better.
- Check in with the Scouters – see what they thought worked on the camp – how did they enjoy the experience – would they go again? What would they change and/or do differently? Do they feel more confident now that they have camped away with the Beaver Scouts?



### Camping poem: In My Sleeping Bag

I am sleeping in my sleeping bag zipped up to  
my face.

I am sleeping in my sleeping bag.

You cannot see a trace of me sleeping in my  
sleeping bag in woolen underwear.

I am sleeping in my sleeping bag.

Do not tell the bear.

Amy Ludwig VanDerwater

## Buddy System - Camping Style for Scouters

Within Beaver Scouts there is the Buddy System. We have all heard of it and we all use it every time we go out on a day trip or away with our Beaver Scouts.

We teach our youth members to use this system when leaving the campsite to go to the toilet or to another part of the site without their Adult Scouters.

No Beaver Scout should leave the site unaccompanied and we try to teach them this technique which helps keep them safe while asserting some age appropriate independence.

We are now suggesting a buddy system for Scouters. Those who camp regularly “reach” out and “buddy up” with Scouters who have never been camping before or who may be reluctant to go camping due to their inexperience.

You could buddy up with a group that meet near your group, a new group or another group in your County. We would like to see Counties develop a database of scouters who are both willing to be a buddy and take a buddy out camping.

A Scouter could “tag along” on a camp with an experienced colony, without his or her own Beaver Scouts. By participating on camp with an experienced scouter and Beaver Scouts, the inexperienced scouter should feel better equipped and skilled to take their own youth members out camping themselves.

We would also suggest that the “new” camping scouter ask for an experience camping buddy to accompany them and their youth members on their first camp. The presence of an experienced scouter on the camp will be both a support and back up for the first time out camping scouter.

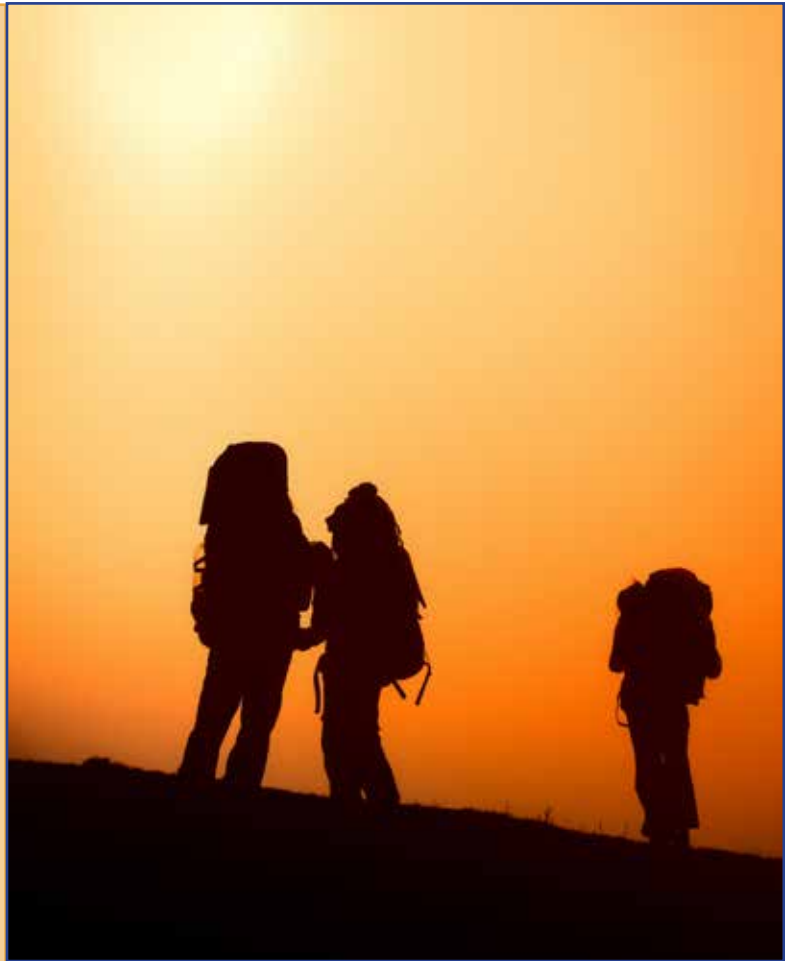
You could even take your group (new to camping) on a camping adventure with your camping buddy’s group – that way you can share experience, equipment and cost. It will also create new scouting friendships among the youth and adult members.

We would suggest that Scouters contact their CPC – Beaver Scouts – about starting this database. Perhaps a meeting of all Beaver Scouters in your county to compile this database and who is willing to “buddy” up would be the best way to get started??

Don't forget to ask for camping buddies within your own group. Our fellow group scouts may be more experienced and skilled and very willing to accompany you on your first time camping with your Beaver Scouts. You will also benefit from their knowledge of your group and its other Scouters. They may also be familiar to your Beaver Scouts and this in turn will assist you when camping for the first time with your Beaver Scouts.

*“Coming together is  
a beginning. Keeping together  
is progress. Working together  
is success”.*

*Teamwork by Henry Ford.*



# Additional Information

## Official Forms and printable resources.

You will find the following forms in the member's area on the Scouting Ireland Website - [www.scouts.ie](http://www.scouts.ie).

### **Camping and Adventures in the Out of Doors Guidelines:** [Web link](#)

#### **Activities Consent Form (SIF 11/05):** [Web link](#)

This form should be completed by the parent of the youth member before the activity/camp so that the Scouters get important information on the youth members; allergies, next of kin, etc. There is also additional information that is needed for children of Beaver Scout age.

#### **Managing Medications Form:SIF 11a/10** [Web link](#)

This form should be completed by the parents if they wish medications to be administered to their child during the camp. Agreement by Scout Leaders to administer medications to youth members will depend mainly on the information provided to them by parents and or guardians but it will also depend on their comfort level with taking on such a role. It is important therefore that parents/guardians give full and accurate information on their child's medical condition and medication requirements. Scouters have the right to decline a request to administer medication without explanation.

### **Overnight Approval Form (SIF-002-A):** [Web link](#)

This form should be completed by the Scouter in charge, for all Beaver Scout Slumber nights and Camps, and then signed off by the Group Scouter, who has fully briefed on the details of the camp. A copy of this form is then sent to the County Programme Coordinator.

#### **Campsite Directory:**

This can be found on [www.scouts.ie](http://www.scouts.ie)

#### **Code of Good Practice Web** [Web link](#)

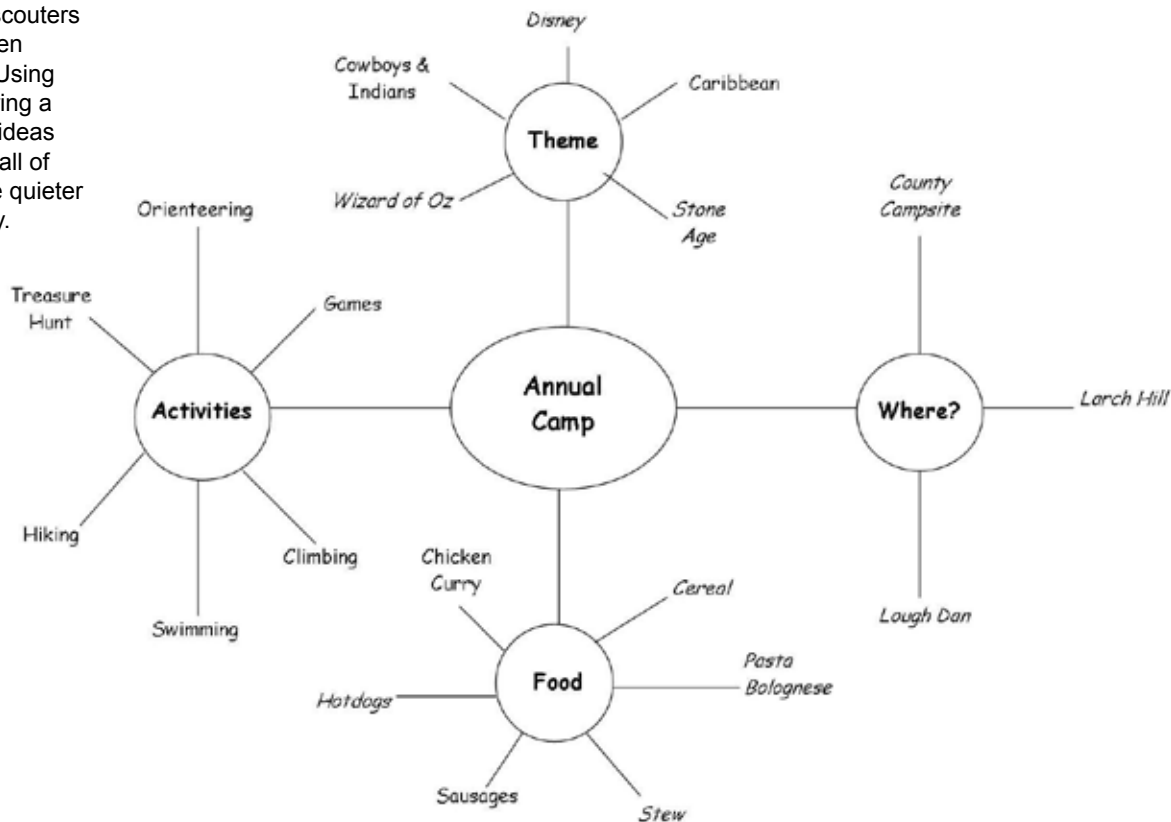
All the Scouters on the camp should be familiar with the Code of Good Practice from their Welcome to Scouting and Child Protection Training and also it may be no harm to have a copy on camp to refer to.

#### **Incident report forms** [Web link](#)

These should be brought along in case they are needed.



MIND MAP – when planning your camp this type of mind map may assist both scouts and beaver scouts when discussing the event. Using the diagram below during a log chew may prompt ideas and suggestions from all of the lodge including the quieter members of the colony.



**Printable Resource**

# Equipment - Colony

## General equipment

- Tentage
- Tents for Beaver Scouts
- Scouters tents
- First aid tent
- Store tent
  
- Mallets and pegs
- Axes and saws
- First Aid box
- Flags
- Camp tools - folding shovel
- Mending materials
- Spare boxes for food stores
- Torches/ lanterns
- Ropes and sisal
- Matches
  
- Programme equipment
- Scout Prayers /thoughts for the day book
- Permission to camp forms

- Cash box and key.
- General Stationary
- Lodge equipment

All equipment except that tentage should be stored in a Patrol box.

## Tentage

- LodgeTent (s) (Complete)
- Dining shelter
- Tables and benches
- Marquee / large tent
- Patrol Box
  
- Contained in box
- Large cooking pot
- Set of cooking pots
- Teapot
- Frying pan
- Baking or serving dish
- Wooden spoon

## Printable Resource

- Soup ladle,masher etc.
- Kitchen knife, fork and pan
- lifter
- Tin opener, bottle opener.
- Plastic bags and foil
- Basins and buckets
- Dish cloths and pot scrubbing brush
- Saw and axe
- Containers for foodstuffs - salt and pepper, butter etc.
  
- Other items
- First aid box
- Gas stoves/cooker
- Gas Tanks
- Cooler box
- Torches
- Sisal and rope for gadgets and site structures.
- Water Carriers
- Tent sweeping brush

# Personal equipment

## Printable Resource

Rucksack and Day bag  
Sleeping bag - (min. 3 season recommended)  
Sleeping mat - (proper camping one not a yoga mat)  
Rain gear – jacket and over trousers  
Boots or strong shoes  
Torch & batteries and spare bulb  
Eating utensils - Plate, bowl, cup, knife, fork, spoon

Complete change of clothes x no. of days on camp. (All clothes sent on camp should be old and well worn.)

Underwear  
T-shirts (day and sleeping use)  
Socks – (allow for 3 or 4 changes)

Long sleeve and short sleeve shirt or light fleece.  
Light weight fleece or pullover  
Trousers – tracksuit bottoms – not jeans  
Hat  
Gloves  
Runners or 'cros'

Tea towel

Wash gear – toothbrush, soap, etc.  
Towel  
Tissues

Essential bits and pieces  
Personal survival kit  
Pencil and paper  
Something to read!

Insect repellent  
Sun cream/screen



### Day bag - away from site

Lunch and drink  
Rain gear  
Hat and Gloves  
Some spare clothes  
Paper and pencil  
Sun Cream/screen  
Insect Repellent

## Sample draft Letter to Parents

Dear Parents

As you know we have our Annual Camp on (insert date here). Attached you will find a consent form. This must be filled in and returned by (insert date here). This form must be returned even if a Beaver Scout is not attending the camp.

We feel it is very important that as many as possible Beaver Scouts go on the camp. It is what our whole scouting year builds up to and we, the Scouters, are also looking forward to the event.

We understand it may be difficult for some Beaver Scouts staying away from home for so long but it will greatly benefit these particular Beaver Scouts to experience the trip. There is a tremendous sense of achievement for every Beaver Scout when they have completed their first camping adventure.

The camp will suit all ages. If you have any queries about the camp please give us a call.

Yours in scouting

Scouter's Name and Number



# Checklist of camping actions

- |   |                          |   |                          |
|---|--------------------------|---|--------------------------|
| Event type – one or two night camp?   | <input type="checkbox"/> | Budget & Costs – defined (where possible) – agreed with suppliers – for Accommodation, Food, Activities, Transport etc.   | <input type="checkbox"/> |
| Date confirmed with Scouters?   | <input type="checkbox"/> | Menu – log chews held, menu agreed with Beaver Scouts and Scouters  | <input type="checkbox"/> |
| Scouter in Charge has completed Stage 5 – Over-nights – Wood Badge training?                              | <input type="checkbox"/> | Programme – as above – log chews held, Beaver Scouts involved in the delivery of this programme.  | <input type="checkbox"/> |
| One of the scouters attending the camp is First Aid certified?  | <input type="checkbox"/> | Letter sent to parents with details of the camp – cost, duration, location, transport etc. Ensure you have confirmed details of your accommodation, equipment and available Scouters before confirming the date to parents. | <input type="checkbox"/> |
| Location/Accommodation confirmed “Save the Date” letter/email issued to parents with a kit list attached. | <input type="checkbox"/> | Consent forms issued and returned   | <input type="checkbox"/> |
| Equipment/Kit list confirmed and issued to Scouters   | <input type="checkbox"/> | Overnight form submitted to the Group Leader  | <input type="checkbox"/> |
| Quartermaster informed of dates and equipment needed  | <input type="checkbox"/> | Numbers confirmed – both Beaver Scouts and Scouters – have ratios been observed? Have you enough Scouters in the event of an illness or accident?   | <input type="checkbox"/> |
| Quartermaster has confirmed availability of equipment needed.   | <input type="checkbox"/> |   |                          |
| Contact information for the event – i.e. Accommodation – name, telephone number etc.                      | <input type="checkbox"/> |   |                          |
| Transport (if applicable) confirmed – contact details, cost etc.  | <input type="checkbox"/> |   |                          |