



This booklet includes procedures and standards, along with explanatory information. The National Standards Accreditation Score Sheet for Cub Scout/Webelos Scout Day Camps is attached for use in reporting to the council. Attach all accreditation team recommendations and items needing follow-up to this report for council use.

Day camp is an organized 1-to-5-day program for Tiger Cubs (and their adult partner), Cub Scouts, and Webelos Scouts under trained leadership at an approved site, during daylight or early evening hours but not overnight. **Day camp youth participants are limited to registered Tiger Cubs (and their adult partners), Cub Scouts, and Webelos Scouts.**

PURPOSE

The standards are established to:

1. Ensure the health, safety, and well-being of every camper, leader, visitor, and staff member while on camp property.
2. Ensure that the council takes pride in the high quality of its day camp(s), including the program, staff, facilities, and equipment.

Regardless of the location of the day camp, the local council is responsible for assuring that the facilities meet these standards.

As a result of this analysis and rating, the council should be able to:

- Objectively review its day camp operation.
- Discuss the year-round outdoor program opportunities.

- Issue a written report for executive board action, complete with recommendations that can be used to guide corrective measures.

RESPONSIBILITY

The Scout executive is responsible for maintaining national standards, with help from the camping committee, health and safety committee, and other appropriate council committees. The accreditation team and the camp director are responsible for ensuring that all standards are or will be in effect when camp opens. In some cases, the camp director must administer the operating part of the standards. This same principle of assigned responsibility applies to the balance of the standards.

The precamp accreditation is designed to help identify facilities and equipment that need to be brought up to standard before camp opens. Accreditation team members must have current training as visitation team specialists.

PROCEDURE

Part I—A day camp accreditation visit should be done as early as possible to allow time to take action on checked items, and no less than 60 days before the day camp begins. **Use the Precamp Accreditation column on the pages 3–7.** The accreditation team consists of the camping chair, health and safety chair, camp director, and Scout executive or designee, plus other committee members and staff as needed. Compliance with standards is to be indicated by the council representatives. The accredita-

tion team will review the precamp checks indicating action needed to be taken at the time of the camp accreditation.

Part II—During day camp operation, the accreditation team appraises the camp by:

1. Touring the camp facilities, using this form as a guide. Take time to do a good job. Insist on immediate action to correct critical items affecting the health and safety of campers and staff.
2. Observing the use of equipment, methods of instruction, use of personnel, and any obvious indications of Scouting ideals in action. Talk with leaders and boys on the tour. Discuss the program with the program director and other staff members.
3. Meeting and preparing a final analysis and rating for the camp, including recommendations and comments. Complete the score sheet (last page herein).
4. Reporting to the council executive board. (The chairpersons of the camping committee and health and safety committee should make the report.)

The Scout executive sends a copy of the score sheet to the regional office.

DAY CAMP ACCREDITATION CERTIFICATE

TO CERTIFY THAT

CAMP

COUNCIL

ON THIS DATE _____

HAS SUCCESSFULLY MET OR EXCEEDED THE REQUIREMENTS OF THE

NATIONAL STANDARDS FOR

CUB SCOUT/WEBELOS SCOUT DAY CAMPS

BY THE

BOY SCOUTS OF AMERICA

AND IS HEREBY APPROVED AS A

NATIONALLY ACCREDITED

CUB SCOUT/WEBELOS SCOUT DAY CAMP


CHIEF SCOUT EXECUTIVE

DAY CAMP VISITATION SPECIALIST

Day Camp Accreditation Certificate, No. 13-110

REFERENCES

- | | |
|--------------|---|
| No. 13-107 | Council Visitation Training for National Standard Camp Accreditation |
| No. 13-166 | Cub Scout Day Camp Staff Training Guide |
| No. 13-513 | Cub Scouting Highlights |
| No. 13-550 | <i>Shooting Sports for Cub Scouting</i> |
| No. 13-631 | Cub Scout/Webelos Scout Outdoor Program Guidelines for 2006 |
| No. 13-646 | Day Camp Visitation Specialist Card |
| No. 19-308 | <i>Camp Health and Safety</i> |
| No. 20-920B | <i>Camp Program and Property Management</i> |
| No. 13-33815 | <i>Cub Scout Day Camp: An Administrative Guide for Local Councils</i> |
| No. 34159 | Safety Afloat |
| No. 34370 | Safe Swim Defense |
| No. 34415 | Health and Safety Guide |
| D-190 | Accessibility Standards for Camp Facilities (design standard) |

SCORING

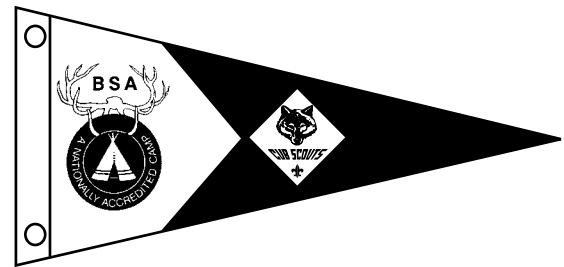
Use the camp accreditation score sheet to record the results of the accreditation visit, and forward it to the local council service center.

If any standard marked with an M (Mandatory) is not met, the camp or facility must be rated as conditionally accredited to operate.

The word “adult” as used in the standards means the minimum legal age specified by the state in which the camp is located, unless otherwise indicated.

CLOSING A DAY CAMP OR PROGRAM FACILITY

When a violation presents an immediate hazard to safety and health, the visiting accreditation team has the authority and responsibility to order immediate shutdown of that portion of the camp that is in violation.



Nationally Accredited Camp flag, No. 11013

RATINGS AND RECOGNITIONS

(Count a nonapplicable item or an excused item as a “yes” when computing percentages.)

NATIONALLY ACCREDITED CAMP (Both must be marked “yes” to qualify.)

_____ Meets all standards marked with M (Mandatory). (The only exceptions are nonapplicable or legitimately excused items.)

_____ Meets at least 90 percent (56 or more) of all standards.

If all mandatory (M) standards are not met or the total score is not 56 or more, the camp must be rated as conditionally accredited.

Nationally accredited day camps may display the Nationally Accredited Camp flag, No. 11013 (available to councils from the Supply Division). The Day Camp Accreditation Certificate, No. 13-110, is available from Bin Resource Requests, Supply Division, National Distribution Center.

STANDARDS

Precamp Accreditation (Check if action needs to be taken.)	Operational Accreditation YES NO NA	Precamp Accreditation (Check if action needs to be taken.)	Operational Accreditation YES NO NA
ADMINISTRATION			
<input type="checkbox"/> M1. A precamp accreditation visit was conducted on_____.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M11. A health history of each camper, leader, and staff member is on file in camp during the camping period.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M2. If the day camp is not conducted on council property, a written agreement has been secured from the landowner specifying the conditions of use.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M12. A daily record of all first aid and medical treatments is kept in the First Aid Log, No. 33681. Staff records are kept in a log book separate from campers' records.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M3. The camp possesses all required local and state permits or licenses in valid condition.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M13. Appropriate emergency transportation is available in camp at all times.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M4. A written agreement from the local fire department or warden or a reconfirming letter is on file indicating that facilities have been checked in case of a possible emergency call.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M14. The camp provides adequate shelter for inclement weather.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> 5. Provisions are made for campers to be covered by sickness/accident insurance.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M15. Campgrounds are clean, neat, and free of hazards. Program, bathing, and toilet facilities are available to people with disabilities or the camp is implementing a plan to comply with the Americans with Disabilities Act.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M6. A complete equipment inventory and an effective system of issuance and control exists for all departments.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M16. Drinking water is from an approved municipal source or is tested regularly during the season for bacteriological quality, and meets state and local health department standards. (Check certification.)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M7. A strict and orderly method exists for handling trading post stock, cash, and inventory, including support records.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M17. Drinking water is provided at central locations via sanitary fountains or disposable cups. (Portable water coolers are acceptable in meeting this standard.)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M8. A camp operating budget with an effective cost-control and budget-control system is in effect.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M18. Adequate male and female toilet facilities (1 per 30 campers or the state requirement) are provided for visitors and campers.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M9. A current written agreement or exchange of letters with a nearby hospital is on hand, regarding procedures for admitting campers and procedures for making financial arrangements.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> M19. Written plans for handling emergencies such as floods, tornadoes, storms, fires, accidents, lost children, sickness, and fatalities are on hand and have been shared with the staff and leaders.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> M10. A physician, licensed in the state in which the day camp is located, is in charge of medical care and health supervision of the camp. The name of the physician and the procedures for issuance and storage of drugs and medicines are in writing. These procedures comply with state regulations.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Precamp Accreditation
(Check if action needs to be taken.)

Operational Accreditation
YES NO NA

- ___ M20. All motor vehicles used by the camp, including private cars, vans, and buses used for transportation of passengers, are kept in safe mechanical order and are operated in a safe and legal manner. Beds of trucks, trailers, and campers **are not** used to transport passengers at any time. A seat belt is available for each person in each motor vehicle (except commercial buses). Motorboats and other watercraft meet U.S. Coast Guard and local standards. _____
- ___ M21. Current emergency telephone numbers for the fire department, police and rescue squad, hospital, camp physician, and the Scout executive's office are listed legibly and kept readily available. A telephone or other communication system is available at all times. _____
- ___ M22. The camp administration has written procedures in practice to address possible intrusion of unauthorized personnel onto the camp that include periodic review of security concerns of the site and training for staff and campers, when appropriate, about steps to take in such instances. Appropriate identification is given to all visitors. _____
- ___ M23. There are written procedures to be in practice regarding release of campers who are minors to a parent or to people other than the legal parent or guardian and verification of absentees or "no shows" with or by the camp leaders at check-in/registration time. _____
- ___ M24. Fire extinguishers of an approved type with a current inspection tag are properly located in buildings. _____
- ___ M25. Vehicles belonging to staff, leaders, and visitors are parked in a designated camp parking area. Roads in the camp are restricted to service vehicles. _____

Precamp Accreditation
(Check if action needs to be taken.)

Operational Accreditation
YES NO NA

- ___ M26. Garbage and trash disposal meets BSA's standards as defined in *Camp Health and Safety*, No. 19-308, or meets local or state regulations, whichever are more stringent. _____
- ___ M27. Kitchen, dining halls, commissary facilities, and feeding areas are clean, neat, and in compliance with local health regulations. _____
- ___ M28. Dishes and cutlery are washed, disinfected, and dried. All dishes and cutlery are stored in clean, flyproof enclosures. _____
- ___ M29. Meals, when furnished, are adequate (nutritionally balanced and of sufficient quantity and quality) to meet the needs of growing boys. _____
- ___ M30. A food cost-control record and a complete inventory of commissary supplies are on hand. _____
- ___ M31. Equipment to maintain milk and other perishable foods at a temperature of not over 8°C (45°F) under sanitary conditions is available in camp. Temperature Chart, No. 34230, is posted daily near each permanently installed refrigerator. _____
- ___ M32. Food handlers are neat, wear clean clothing, and comply with all state and local laws. _____

STAFF, TRAINING, AND ORIENTATION

- ___ M33. Every staff member, whether an employee or volunteer, has completed a position application and received a written position description and letter of agreement. _____
- ___ 34. The professional adviser has successfully completed National Camp School training in Day Camp Administration. Any volunteer day camp administrator takes the same training. _____

Precamp Accreditation
(Check if action needs to be taken.)

Check training card:

Name

Date NCS section completed

Training card expires

___ M35. The on-site day camp director is at least 21 years old (preferably 25 or older) and has successfully completed National Camp School training in Day Camp Administration. The camp director serves as a camp director only, with no other duties assigned.

Check training card:

Name

Age

Date NCS section completed

Training card expires

___ M36. The on-site day camp program director is at least 21 years old and has successfully completed National Camp School training in Day Camp Administration or Program.

Check training card:

Name

Age

Date NCS section completed

Training card expires

___ M37. The on-site aquatics supervisor is at least 21 years old, holds BSA Lifeguard certification, and has successfully completed National Camping School in **either** the 3-day Aquatics Supervisor section or the seven-day Aquatics Instructor, BSA section. The aquatics supervisor is also currently trained in American Red

Operational Accreditation
YES NO NA

___ ___ ___

___ ___ ___

___ ___ ___

Precamp Accreditation
(Check if action needs to be taken.)

Cross Standard First Aid, which includes CPR, or National Safety Council First Aid and Basic CPR. State codes may require additional CPR training.

Check training card:

Name

Age

Date NCS section completed

Training card expires

Date BSA Lifeguard training completed

Date standard first aid (CPR) training expires

Note: **This standard applies** if the local council is using its own swimming facilities and aquatics staff **OR** if the local council is renting a swimming facility but providing and supervising an aquatics staff. **This standard does not apply** if the local council uses a public swimming facility and its aquatics staff (such as a city-operated pool) or if the local council rents a swimming facility and uses the rental pool's aquatics staff. Communication and coordination must take place between the management team of the day camp and the management personnel of the swimming facility.

___ M38. The council has engaged a physician licensed to practice medicine as a health supervisor to approve and oversee the health care practices of this camp. Current written operating procedures are approved by the licensed physician. (Follow *Camp Health and Safety*, No. 19-308.)

The on-site camp health officer is a responsible adult holding a current certification or license as required for the position.

Operational Accreditation
YES NO NA

___ ___ ___

___ ___ ___

Precamp Accreditation
(Check if action needs to be taken.)

The on-site camp health officer must also have current certification in CPR by any recognized community agency.

CPR certifying agency

Expiration date

Check one:

- ____ Licensed physician
- ____ Licensed nurse practitioner
- ____ Nurse (RN, LPN, or LVN)
- ____ Licensed physician's assistant
- ____ Medical student (has completed second year or more at a qualified medical school in the U.S.A.)
- ____ Paramedic
- ____ Emergency medical technician (EMT)
- ____ First responder program (any training provided by a nationally recognized agency)
- ____ Military corpsman or medic
- ____ The minimum requirement is current certification in the American Red Cross Standard First Aid program, which includes CPR or the National Safety Council First Aid program and CPR Level 1.

There is an established location for contacting the on-site health officer.

One staff member for every 40 campers must be coached in first-aid practices for conditions most likely to occur in camp and be trained in CPR by any recognized community agency.

When the camp health officer is out of camp, another adult meeting the necessary qualification of the health officer is available.

- ____ 39. This day camp has a business and physical arrangements manager. _____
- ____ 40. If the camp has a "tot lot," adult supervision and guidance are provided, and minimum state requirements are met. The "tot lot" manager is at least _____

Operational Accreditation
YES NO NA

Precamp Accreditation
(Check if action needs to be taken.)

21 years of age, and the assistant "tot lot" manager is at least 18 years of age. Both are qualified to oversee dependent youth, and both have taken the National Camping School Youth Protection, Camp Security, and Stress Management sessions, which may be conducted locally.

- ____ M41. BB-gun shooting is conducted by a qualified on-site range officer at least 18 years old. Adult supervision and guidance are provided, and minimum state requirements are met. All BB-gun range officers have successfully completed the BB-gun Safety and Training program from a qualified instructor, as outlined in *Shooting Sports for Cub Scouting*, No. 13-550.

Check cards:

Date trained

Trained by

- ____ M42. Archery is conducted by a qualified on-site range officer at least 18 years old. Adult supervision and guidance are provided, and minimum state requirements are met. All archery instructors have successfully completed Archery Supervisor Training from a qualified instructor, as outlined in *Shooting Sports for Cub Scouting*, No. 13-550.

Check cards:

Date trained

Trained by

- ____ M43. All full-time camp staff members are registered members of the Boy Scouts of America. _____
- ____ M44. All day camp staff members must be at least 14 years of age. Den chiefs under 14 may only attend day camp if they are serving as a den chief with their natural den or pack. Youth under the age of 14 may volunteer to help at the _____

Operational Accreditation
YES NO NA

Precamp Accreditation (Check if action needs to be taken.)	Operational Accreditation YES NO NA	Precamp Accreditation (Check if action needs to be taken.)	Operational Accreditation YES NO NA
camp (but are not considered staff members) if under the direct supervision of a parent, guardian, or Boy Scout troop leader.		all BSA, state, and U.S. Coast Guard regulations and standards.	
___ M45. At least one full day of training has been given to staff on _____ Date _____.	___ ___ ___	___ M54. The buddy plan is used in all swimming and boating areas. In public pools under public supervision, day campers are still to be checked in and out using the buddy system.	___ ___ ___
Presentations include the required <i>Camp Leadership Guidelines on Youth Protection</i> , No. 34227; and the National Camping School Youth Protection, Camp Security, and Stress Management sessions.		___ M55. Swimming is limited to waters or swimming pools that meet state health standards.	___ ___ ___
___ M46. An orientation has been provided for adult leaders who accompany Tiger Cub, Cub Scout, and Webelos day camp campers on _____ Date _____.	___ ___ ___	___ M56. The waterfront has one entrance and exit and at least one properly located lookout station staffed during the aquatics program.	___ ___ ___
___ M47. The official camp uniform is worn by all BSA registered staff, except if in theme costume at the appropriate time.	___ ___ ___	___ 57. Leaders are coached in and have practiced Safe Swim Defense at least once in camp.	___ ___ ___
PROGRAM		___ 58. Sports receive adequate emphasis in the program. Basic principle: Each boy gets to learn the rules and play (regardless of his ability).	___ ___ ___
___ 48. The daily schedule for the camp is prominently posted.	___ ___ ___	___ M59. The daily program allows ample time for rest and lunch breaks, especially a half-hour quiet program following lunch.	___ ___ ___
___ 49. Progressive program opportunities are provided for Tiger Cub dens, Cub Scout dens, and Webelos Scout dens.	___ ___ ___	___ 60. The daily program begins and ends with a meaningful Cub Scout ceremony or patriotic ceremony.	___ ___ ___
___ 50. The day camp program has special theme features such as the Old West, Paul Bunyan, circus, etc., to provide a memorable experience for the boys.	___ ___ ___	___ M61. Archery is conducted safely, satisfying both a and b:	___ ___ ___
___ 51. The day camp program incorporates the Cub Scouting Core Values.	___ ___ ___	___ a. Archery areas are properly designated and posted. (Refer to <i>Shooting Sports for Cub Scouting</i> , No. 13-550.)	
___ 52. Parents or family are involved in at least one activity each week such as a barbecue, picnic, or campfire.	___ ___ ___	___ b. Equipment is safely stored (locked up when not in use).	
___ M53. Proper BSA standards and safety training are carried out in the aquatics program, including the use of boats. All aquatics facilities and equipment comply with	___ ___ ___	___ M62. Program tools are kept in good condition.	___ ___ ___
		___ M63. The BB-gun program is conducted safely, satisfying both a and b:	___ ___ ___
		___ a. The BB-gun range is properly designated and posted. (See <i>Shooting Sports for Cub Scouting</i> , No. 13-550.)	
		___ b. Equipment is safely stored (locked up when not in use).	



2007

National Standards Accreditation Score Sheet for Cub Scout/Webelos Scout Day Camps



Use this score sheet in conjunction with the national day camp standards. Record the results on this score sheet while the accreditation visit is in progress. Once the accreditation visit is over, send the results to the local council service center within 10 days. **Scout executive forwards a copy of this score sheet to the regional office within 30 days following the accreditation visit.**

Camp name _____ Council name and number _____ Date _____

Failure to comply with any one of the standards marked with "M" is cause to close the camp or a particular area of the camp. Circle items that do not comply.

Administration:

M1 M2 M3 M4 5 M6 M7 M8 M9 M10 M11 M12 M13 M14 M15 M16
M17 M18 M19 M20 M21 M22 M23 M24 M25 M26 M27 M28 M29 M30 M31 M32

Staff, Training, and Orientation:

M33 34 M35 M36 M37 M38 39 40 M41 M42 M43 M44 M45 M46 M47

Program:

48 49 50 51 52 M53 M54 M55 M56 57 58 M59 60 M61 M62 M63

RATINGS

1. Does the camp comply with all mandatory standards, nonapplicable standards included? (Answer yes or no.) _____
2. How many standards does the camp meet? (Enter number.) _____

NATIONALLY ACCREDITED CAMP rating can be awarded if the answer to all mandatory standards is YES and the total score is 56 or more. (Count a nonapplicable item or an excused item as a "yes" when computing percentages.)

If the answer to any mandatory standard is NO, or the total score is less than 56, the camp must be rated as **CONDITIONALLY ACCREDITED**.

This camp has been rated

- (check appropriate box) Nationally Accredited Camp
 Conditionally Accredited
 This camp was closed or _____ section was closed.

Accreditation visit conducted by:

Name (please print)

Signature

Position held

Date

Day camp director (please print)

Day camp director's signature

Professional day camp adviser (please print)

Professional adviser's signature