

medical forms will be returned at the end of camp, Scouts and parents should be urged to keep the original medical form; providing a copy to the Health Officer.

The Week at Horseshoe

Check-in

Sunday Arrival

Please plan to arrive at camp **no earlier than 1:45 pm** and **no later than 2:30 pm**. No check-ins will begin before 1:45 pm.

Vehicles will be greeted at the main parking lot and directed to the drop-off point for each campsite. All vehicles must be unloaded promptly and returned directly to the parking lot. Staff members will be on hand to help move equipment to the site.

Scoutmaster Check-In

The Scoutmaster must deliver three copies of the troop roster to Headquarters immediately upon arrival and check in with the Business Manager; **make sure rosters are correct, as your troop will be charged for all who appear on the roster.**

Health Check and Swim Test

Troops will be called to the health lodge only after the rosters have been received at Headquarters. A staff member will guide the troop to the health lodge as soon as all gear is stowed and everyone (both Scouts and leaders) have changed into his bathing suit, a tee shirt, and shoes. Every Scout and leader must check in at the health lodge upon arriving at camp. **Any medication to be taken at camp should be brought to the Health Lodge at this time. The Health Officer must review all prescription drugs and decide how they are to be dispensed during the week, utilizing the HSR Medication Administration Record enclosed in this guide.**

Campsite Equipment

The Quartermaster's Store will be open for the troop to pick up their campsite kit (shovel, rake, etc.) as soon as you return from the pool.

Retreat and Evening Program

A camp-wide retreat ceremony begins at 5:45 pm on the Parade Field. Scouts and leaders must be in full Class 'A' uniform. Staff will be on hand at the Parade Field to assist those who are unfamiliar with the ceremony; troops in need of assistance should arrive at least 15 minutes early. Senior Patrol Leaders should arrive 10 minutes early to meet with the Program Director about the ceremony and placement of troops.

Dinner immediately follows retreat, and a camp-wide leader's meeting follows dinner. Each troop should bring a

complete merit badge roster and their activity plans to this meeting. A guided tour is offered for those new to camp following dinner. The Trading Post and all program areas will be closed until Monday morning.

After the tours and meetings, all return to the campsite to settle in. A camp-wide opening campfire, put on by the staff, begins at 8:30 pm.

The Basic Daily Schedule

Morning and Evening Colors Ceremony — 7:45 am and 4:45 pm

Troops are issued an American flag that should be raised and lowered in their campsite with the appropriate observances each day.

Breakfast — 8:00 am

Troop Roll Call — 9:45 am, 12:00 noon, and 10:00 pm

Each troop should conduct some form of roll call or head count at these times. Any unaccountable absences should be reported to Headquarters immediately.

Morning Activity Period — 9:00 am to 10:00 am

This hour is open for the troop or patrol to plan activities.

Daily Health and Safety Inspection

Each day between 9:15 am and 10:00 am, a senior staff member will conduct a health and safety inspection of every site. The Senior Patrol Leader accompanies the inspector on his visit. A report form (found in the Unit Guide given out upon arrival at camp) should be posted in the site for the inspector to record his daily evaluation.

Morning Instruction Periods — 10:00 am to 11:00 am and 11:00 am to 12:00 noon

Merit badge instruction takes place during these two periods. Please see the merit badge program schedule.

Lunch — 12:30 pm

Siesta — 1:00 pm to 2:00 pm

Each day this hour is set aside for quiet activities in the campsite. All program areas and the Trading Post are closed and the Scouts are expected to be in their sites.

Afternoon Instruction Periods — 2:00 pm to 3:00 pm, and 3:00 pm to 4:00 pm

Merit badge instruction takes place during these two periods. Please see the merit badge program schedule.

Special Interest Program — 4:00 pm to 5:00 pm

Scouts can participate in these informal programs on the basis of interest only, with the exception of aquatics, that requires Scouts to be Red, White, and Blue swimmers. Scouts attending four out of five days of the same SIP will receive a special segment to wear around his Horseshoe

patch. Program areas with SIPs include Aquatics, Campcraft, First Aid, Handicraft, Nature, and Shooting Sports, Field Sports and OA service. A summary of each SIP is found later in this guide.

Retreat — 5:45 pm

Every evening Scouts and leaders gather on the parade field for our camp-wide retreat ceremony. Everyone (Scouts and leaders) must be in full class 'A' uniform

Dinner — 6:00 pm

Immediately following the retreat ceremony, dinner is held in the Allen Memorial Dining Hall. Class 'A' uniform is required for this meal. Note that those who are not dressed accordingly will not be permitted in the dining hall for the evening meal.

First Evening Activity Period — 7:00 pm to 8:00 pm

Every program area is open for Scouts to visit and participate in informal activities on an individual basis. The pool is reserved for pre-arranged troop swims decided during the Scoutmaster's meeting on Sunday night.

Second Evening Activity Period — 8:30 pm to 9:45 pm

Monday, Wednesday, and Friday evenings feature a camp-wide troop or patrol game or activity arranged by the Program Director. Tuesday and Thursday evenings are set aside for troop activities, hikes, campfires, special contests, or other activities.

Taps to Reveille — 10:00 pm to 7:30: am

All Scouts must be in their sites by 10:00 pm (taps) and remain there until 7:30 am (reveille). Exceptions are programs that extend past taps or begin before reveille: polar bear swim, astronomy hikes, etc. If the Troop has planned an activity outside of the site that falls within these hours, the unit leader should inform the Camp Director. Please conduct yourselves in such a manner as to not disturb other Troops during these hours.

Vespers Service

A short vespers gathering is held Wednesday after dinner in the picnic grove. This service is non-sectarian, so everyone is welcomed and encouraged to attend regardless of religious belief. An uplifting message will accompany fun singing and patriotic observances.

Saturday Schedule

Morning Activity Period — 9:00 am to 12:00 noon

All program areas will be open to help Scouts complete any merit badge work. Various special activities are also offered at this time.

Siesta — 1:00 pm to 2:30 pm

Siesta is extended by one half hour to allow the troops to prepare for the camp-wide game. In addition, rehearsal

for the Order of the Arrow Pageant and Silver Buckle elections take place during this time.

Camp wide Competition — 2:30 pm to 4:45 pm

Scouts participate in an inter-troop competition. This year, troops camping during weeks 1, 3, 5, and 7 will compete in a Paul Bunyan Field Day held at Campcraft, while weeks 2, 4, and 6 will take part in a Water Carnival at the pool.

Retreat — 5:45 pm

This special Retreat will include the Order of the Arrow call-out ceremony.

Campfire and Award Ceremony — 8:30 pm

Scouts, leaders, and parents enjoy an impressive Order of the Arrow Pageant followed by an awards ceremony where each Scout and leader is recognized. Scouts and leaders must wear Class 'A' uniform.

Sunday Departure

Chapel and Religious Services

Directly after breakfast, a non-denominational Christian service will be conducted on Chapel Hill. All are welcome and encouraged to participate.

Troop Clean-Up Responsibilities

Each troop is assigned some area of camp to police for trash. These assignments are made at breakfast.

Sunday Lunch - 12:00 pm

A special menu and presentation of awards are two features of a lively, memorable send off. The Sunday Lunch is an exciting capstone to the week in camp, not to be missed!

Final Checkout

After lunch, once your site is in good condition and all camp items are returned, you are free to leave.

- **Be sure you have all merit badge cards.**
- **Be sure to settle your account at headquarters with the business manager.**
- **Be sure to make a last check of your mailbox and return the US flag for your site.**
- **Be sure to pick up your troop flag.**
- **Be sure to Stake-a-Claim for next year. This must be done before you leave camp (see information under troop committee section of chapter 1).**
- **Be sure to pick up all medication and medical forms from the Health Lodge**

Retreat Ceremony

This daily observance has changed little since the first season over 75 years ago. It presents an opportunity for all of us to reflect on our duty to our country and those who have given so much to win and maintain our freedom. It is also a great time to build troop *esprit de corps*. All Scouts must attend in full uniform. In an effort to set a good example for the Scouts, we also require that adults wear full uniform to retreat and dinner. Leaders not wearing Class 'A' uniform will not be permitted to attend dinner.

Scouts form as a troop, stand retreat, and pass in review. Leaders stand on the review line with the staff. Please make a point to explain the meaning of the ceremony to your Scouts and encourage them to assume the proper attitude during retreat. Dishonorable conduct may result in losing the Standard Troop Award.

Please note that although based on military retreat ceremonies, the Boy Scouts is not a paramilitary group, and therefore may not adhere to the same standards and traditions as the service when it comes to marching, saluting, and organization. We ask that you respect our unique ceremony, which is a strong part of the camp's 80-year history.



Allen Memorial Dining Hall

Meals

Breakfast, lunch, and dinner are served family style, eight to a table. Table assignments will be made at check-in and Troops will be notified of their seating arrangements, how many waiters to send, and where the Troop should assemble for each meal, before dinner on Sunday evening.

Dining hall conduct should reflect the habit of courtesy that is the mark of a Scout. Staff members and leaders aid in establishing proper table manners and see that all Scouts are served. Meal times are one of the most active

and fun times of the day. Troops and Patrols are encouraged to lead cheers and sing while in the dining hall.

Leaders not wearing at least a "Class A" uniform shirt to dinner will not be permitted to attend dinner.

Waiters

Waiters report to the dining hall 15 minutes before breakfast and lunch and 30 minutes before dinner. They set tables, serve the meal, and clean up afterwards. Waiters are encouraged to return as many times as necessary on the main course items. Waiters may leave once their table is inspected and approved by the dining hall steward.

Outpost Thursday

The dining hall is closed on Thursday and troops will prepare their meals in their site. Outpost orders will be distributed on Sunday and must be returned by Monday at 12:00 noon. Waiters should arrive at the dining hall early to pick up food for the meal. Pick up times are 7:00AM for breakfast, 11:00AM for lunch, and 3:00PM For dinner. Troops are expected to provide their own cooking gear, and Scouts should bring their own eating utensils and mess kits. *In the interest of conservation, the Dining Hall will not distribute paper plates or plastic utensils.*

Tuesday Lunch Ticket

At Tuesday's lunch, admittance to the dining hall will be granted to only those with a stamped postcard or letter written to parents or friends.

Special Dietary Concerns

The food service staff will prepare special meals for those with medical or religious dietary concerns. Please address these needs to the food service director prior to coming to camp.

Quartermaster's Store and Maintenance

Maintenance

Any repairs to site facilities should be referred to the Maintenance Director. We would ask that you inform him by filling out a maintenance request form. Please help us keep the camp in good shape by reporting repair needs promptly.

Trash

Containers in the campsite should be emptied daily and the bags deposited at the top of the nearest trail for pickup, or directly in the dumpsters at the New Quonset Hut if you are in one of the upper sites (Rothrock, Roberts, and Sherwood). If the dumpster is full, please leave the bag directly aside the dumpster, and do not attempt to overfill the dumpsters. New can liners are available from the Quartermaster's Store.