

**B.S.A. TROOP 109**  
**Randolph, NJ**  
**Policies & Procedures**  
November 2011



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**INTRODUCTION AND WELCOME**

Dear Scouts and Parents:

On behalf of Troop 109, we welcome you and your son to the Boy Scout community. I also want to thank you for considering Troop 109 for your son. We hope his years in Scouting will be a fun-filled and an educational experience. You may be wondering who we are and what we do. This is explained throughout this document.

Our website also provides you with the most current Troop information. As is necessary in any organization, Troop 109 does have certain rules and policies your son is expected to follow as a Scout. The success of having an adventurous and safe outdoor program rests in the ability of the Boy Scout to take responsibility for his own behavior. All Scouts need to know what is OK and what is not.

Please review this together, then sign and return the last page of this packet to me by registration night.

Tim Connors, Scoutmaster



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**TROOP OVERVIEW**

**Who Are We?**

**Troop 109**  
**Black River District**  
**Patriot's Path Council**

St. Matthew The Apostle Parish sponsors our Troop. As our chartering organization, St. Matthew holds a "license" from the Boy Scouts of America to use the Scouting program as a part of its youth work. They also appoint a congregation member to be the Chartered Organization Representative.

Each February, the Troop renews its charter with the Boy Scouts of America. In March 2001, we began our Troop with Scouts graduating from Randolph Cub Scout Packs 109 & 50.

The Troop is lead by the Scoutmaster who is the adult leader responsible for the image and program of the Troop. Our Assistant Scoutmasters aid the Scoutmaster in program delivery and supervision of the Scouts. The Troop Committee, led by the Committee Chairman, supports the Scoutmaster and Assistant Scoutmasters in delivering a quality program through the handling of Troop administration. The members of our Troop Committee include parents of current Scouts.

**Troop 109 Website – [www.troop109nj.com](http://www.troop109nj.com)**

Our website provides you with the most current Troop information. The Calendar and Permission Slips sections are password protected. Please contact your Patrol Leader to obtain the user name & password.

It is your responsibility to check the website on a weekly basis. All updates are made by Sunday of every week. If you are unable to gain access to the website you must contact your Patrol Leader to find out what's new.

**Troop 109 Committee and Leaders**

A complete listing of Committee Members and Adult Leaders can be found on our website. If you are interested in finding out more about how you can become a registered leader, please contact the Scoutmaster.

**Troop Committee Meetings**

Interested parents are invited to attend the Troop Committee meetings. These meetings are generally held once a month at St. Matthew's. Check the Troop 109 website, under "calendar" for the dates.



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## **Have Questions?**

If you are already a Scout of Troop 109, all questions should be directed to your Patrol Leader and Assistant Patrol Leader.

If you are not a Scout of Troop 109, the Scoutmaster is always available to answer questions. You may reach Tim Connors by phone, 973-895-4602 or by email at [timconnorsnj@gmail.com](mailto:timconnorsnj@gmail.com)

## **Parental Involvement**

As parents of new Boy Scouts first become involved with the Troop, especially during the early transition from Cub Scouting, they need to adjust to the fact that Boy Scouts is a youth-led program. The meetings and activities are planned and led by our trained, experienced Scouts. More specifically the Boy Scout program is based on the Patrol Method. It is designed to give Scouts an experience in group living and participatory citizenship. It places a certain amount of responsibility on young shoulders and teaches Scouts how to accept it.

Scouting is designed to provide its members surmountable obstacles and the skills to overcome them. Much of the knowledge base a Scout will need is imparted to them through the demonstrations, activities and one-on-one learning they receive from those Scouts who are higher in rank and more experienced than they are. The program also is designed to develop and practice leadership skills. As each Scout advances through the program, they will receive the opportunity to participate in both shared and individual leadership situations.

Once a Scout masters the skills he is taught, he becomes the teacher, working with younger Scouts to help them develop their skills. Troop 109 has a history of many of our older Scouts working as summer camp counselors, teaching scout skills to hundreds of boys each Summer.

While these principles are time tested and essential to the Scouting experience, they do not guarantee all Scouting events will run smoothly. Much of what is learned in Scouting comes from experiencing first hand what works and what does not.

The Adult Leadership that is present at every activity is there to insure your Scout's safety and guide their learning. However, they do not immediately step in at the first sign of a potential, surmountable problem. The younger Scouts need to learn to identify where they have encountered a situation when they need assistance or do not yet have the skills to solve the problem. Our older Scouts (our junior leaders) need to learn to identify and solve problems. Scouts do not learn by watching, they learn by doing. The Adult Leadership is expected to hold back and watch until it appears an impasse has been reached, there is a safety issue, or a Scout has asked for assistance.



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The Adult Leaders of Troop 109 strongly suggest allowing your new Boy Scout to camp the first couple of campouts on his own. There are many reasons for this request. Some are as follows:

- New Scouts need to feel comfortable being away from their families
- It's easier for new scouts to work with their patrols
- And they get to know the other Scouts better

We understand that this is an exciting time for you and your Scout. You may be anxious to join us. We ask that you give your new Scout some space for the first couple of months.

Parents of new Scouts who are attending their first Troop activities should be prepared for the application of this philosophy by standing back and watching. We ask that you defer to the judgment and experience of the Scoutmaster.

## JOINING THE TROOP

### Boy Scout Uniform

Troop 109 is proud of who we are. As any functioning group, our uniform is our identity. The Boy Scout uniform serves several purposes: it identifies the Troop location, city, state, and district. It also identifies each boy's identity within the Troop: rank, patrol, and office.

**A full Scout uniform is required for all Troop members.** Troop 109 has two uniforms, the *Class A uniform* and the *Class B uniform*.

We refer to the "**Class A uniform**" as a khaki Boy Scout shirt with proper insignia (short sleeve is recommended with a long-sleeve, solid color shirt underneath in winter), green shoulder loops, a Troop 109 neckerchief, neckerchief slide, Scout socks, and Scout pants or shorts with the Boy Scout web belt.

The "**Class B uniform**" is the same as the Class A with the exception of the shirt. The Class B shirt is a Troop 109 t-shirt and/or sweatshirt. These shirts are ordered and purchased by you through the troop during registration. They are not available in stores.

Any Scouting or plain color hat is acceptable to wear out of doors with your Class A or Class B uniform. All adult leaders have the right to ask for a hat to be removed if they feel that it is inappropriate or offensive in any way.



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If you are going to reuse your son's khaki Cub Scout shirt for Boy Scouting, remove all patches except:

- Patriot's Path Council Patch
- Troop Numerals (if you are coming from Pack 109)
- World Crest (purple patch above left pocket)

The Arrow of Light Patch, if earned, should be sewn on the uniform below the left pocket.

**Uniforms are worn to ALL Troop meetings and events.**

For safety and recognition purposes we always travel in Class A uniforms for all Troop outings and events. *Your Scout will be advised when he is required to wear his Class B uniform.* Scouts arriving to an outing/event without the proper uniform will be sent home to get it, delaying departure for all participants. A uniform inspection is conducted before each trip departure.

The Scout uniform should be worn proudly and reflect our Scouts' commitment to the Scouting program and the principles it stands for. Proper uniforming and insignia guidelines can be found in your Scout handbook.

The boys will receive an approved B.S.A. Troop 109 neckerchief when they are officially welcomed to the Troop. Replacement neckerchiefs cost \$15 each. The Scout will also be asked to explain to the Scoutmaster what he did to earn the \$15 for his new neckerchief.

*Wear your uniform proudly. It is a steady reminder to you and to others that a Scout is a person who can be trusted to lend a hand when help is needed.  
Dressed as a Scout, you will act as a Scout.*



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## **Troop Size**

"The number in a Troop should preferably not exceed thirty-two. I suggest this number because in training boys myself I have found that sixteen was about as many as I could deal with – in getting at and bringing out the individual character in each. I allow for other people being twice as capable as myself and hence the total of thirty-two." *Lord Baden-Powell of Gilwell, Founder of the Boy Scout Movement.*

Every Scouting activity moves boys toward three basic aims: Character Development, Citizenship Training, and Mental & Physical Fitness. In order for every Scout of Troop 109 to be able to take full advantage of the program, the Committee of Troop 109 has made a decision not to exceed 40 Scouts.

## **Registration**

The annual registration includes:

- B.S.A. national registration and insurance fee
- Boys Life subscription, the official B.S.A. magazine for Scouts
- The balance is for various operating costs, such as: the Troop 109 embroidered neckerchief, Troop equipment, and awards.

We do not want the cost of registration to prevent any boy from participating with Troop 109. If this is your situation, please speak with the Scoutmaster.



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**WHAT IS OUR PROGRAM?**

The purpose of the Boy Scouts of America, incorporated on February 8, 1910, and chartered by Congress in 1916, is to provide an educational program for boys and young adults to build character, to train in the responsibilities of participating citizenship, and to develop personal fitness. To that end, we offer every Scout an opportunity to live up to these ideals as he advances through the ranks by taking part in our meetings and other activities. Most of all, we want Scouting to be a positive and fun experience for all of our members.

**Meeting Place, Time, and Attendance**

Troop 109 meets on Tuesdays from 7:00 PM to 8:30 PM at St Matthew The Apostle in Randolph. We hold regular weekly Troop meetings from the 1<sup>st</sup> Tuesday after school begins in September to the end of school in June of the next year. Over the summer we will continue to have monthly outings/events, including Summer Camp.

Attendance is encouraged for all Troop meetings. Each Scout must notify his Patrol Leader or Assistant Patrol Leader if he cannot attend a Troop meeting. To participate in a Troop campout, Scouts must attend half of the month's Troop meetings before the actual trip. Troop meetings are where Scouts are taught the necessary skills to *safely and comfortably* enjoy their trips and advance in rank.

*Scouts must participate in at least 50% of all Troop Meetings, Troop Activities, and Service Projects to be considered an active member of the Troop. In addition, every Scout is required to participate in all Troop 109 fundraising activities. Being an active scout is a part of rank consideration for Star and above.*

Rule of thumb: If Randolph schools are closed, there will be no Troop meeting. The Scoutmaster makes all other cancellation decisions. Our patrol leaders will notify their patrol members of these cancellations.

**Troop Trips and Community Activities**

In addition to our weekly Troop meetings, the Troop holds at least one Troop activity every month. The Troop goes on weekend camping trips, day trips and hikes. The Troop also attends a weeklong Summer Camp.

Troop 109 performs community service projects at Hedden Park, and other locations. Attendance is required at all these events unless the Scout is sick or out of town. If your family is not away and the Scout is not sick, he should be there. We do not want people to think the only time they see us is when we are fundraising! We want to show them that we support the community as well.

Permission slips, signed by a parent or guardian, are required for participation in Troop activities other than Troop meetings. These permission slips are posted on our



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website, and are due at least two weeks before the event. This lead-time is necessary to provide sufficient time to organize transportation, equipment, and/or complete food shopping for a campout. The permission slips are due back at the Troop meeting specified on the permission slip. If you are not able to attend the Troop meeting that the permission slip is due, it is your responsibility to get it to your Patrol Leader so he can bring it to the meeting for you. If the permission slip is not returned by the due date, you will not be allowed to participate in that outing/event.

All checks written to the Troop should be made payable to **Boy Scout Troop 109**.

**Important note:** *All Scouts depart to and from all outings/events as a Troop. Scouts may not arrive late or depart early from any Troop 109 outing/event. Please take this into consideration when deciding to participate. Troop 109 Scouts work as a team from the beginning of the outing/event to the end.*

*In addition, siblings do not participate at any Troop 109 meeting, outing, or event.*



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## **Advancement**

Advancement is a *method* of Scouting, not a goal; it's **one** of the ways that boys can achieve the goals and purposes of Scouting, but it's not an end to itself.

The key to advancement in rank from Tenderfoot through First Class is to participate in Troop activities. Unlike Cub Scouts advancement, activities cannot be done at home with the family signing off on rank requirements. Selected senior Scouts, the Scoutmaster, or the Assistant Scoutmasters must approve all advancement activities.

Another important element in advancement is participating in our weekend campouts and Summer Camp. Many activities highlight specific skills and requirements for advancement. Camping, cooking, knot tying, and first aid, to name a few, are all confidence building activities and are geared towards advancement of Scouts. Attending Summer Camp is for most Scouts, their most important advancement opportunity each year. Younger Scouts are able to participate in special programs designed to help them meet requirements for the ranks of Tenderfoot, Second Class, and First Class. In addition, our younger Scouts are also able to earn their first merit badges.

Summer Camp provides an opportunity to earn merit badges that are difficult to earn without the specialized staff and facilities at Summer Camp. Experience has shown there is a greater level of advancement and continued participation in Scouting by those Scouts who attend camp their first summer after joining the Troop.

In order to attain Scouting ranks, the Scout must achieve the requirements that are stated in their handbook. To be considered active in your Troop & Patrol requires participation in at least 50% of all Troop Meetings, Troop Activities, and Service Projects. Every Scout is also required to participate in **all** Troop 109 fundraising activities.

## **Troop Fundraising**

Troop 109 will hold fundraisers each year. These funds purchase awards, Troop equipment, monthly camping consumables, and get applied towards each participating Scout's own "Scout account". Every Scout is required to participate in these fundraising activities to be considered an active Scout of Troop 109. Being an active Scout is a part of rank consideration for Star and above. For additional information on this policy please review the advancement section of this document.

## **Scout Account**

The Scout Account is a Troop maintained savings account for each individual Scout. A percentage of the Scout's fundraiser sales are placed in that boy's Scout Account. With prior approval of the Scoutmaster, each member can use these funds towards



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Summer Camp, a costly big trip, or the purchase of personal, Scouting related, equipment.

When you leave Troop 109, any unused funds in your individual Scout Account revert back to the Troop's general account.



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<b>EQUIPMENT</b>
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**Basic Equipment**

The following is a **required** list to get you started on camping and hiking with Troop 109. Scouts are expected to be prepared before they go on their first campout with the Troop.

Further details can be found in the Boy Scout Handbook on page 264 for hiking and page 292 for camping.

Sleeping Bag	Rated 15 degrees or below
Backpacking Tent	2 - 4 person <b>backpacking</b> tent
Mess Kit	Includes knife, fork, spoon, plate, and cup
Day Pack	Can use school backpack
Canteen/Water Bottle	Required on every outdoor trip. A one-liter bottle will do
Framed Backpack and Rain Cover	Internal or external frame - get your Scout fitted at a camping store
Waterproofed Hiking Boots and good warm Winter Boots for cold weather camping	Do not need expensive hiking boots, just ones with good support.
Personal First Aid Kit	Make one (see page 127 of the Scout Handbook)
Rain Gear	Poncho or rain suit (and a large trash bag as a backup)
Toilet Kit	Soap, toilet paper, toothbrush, toothpaste, face clothes and towels, etc... <i>please purchase items that are "non-scented"</i>

The Troop provides all cooking gear for camping trips. We strongly recommend all personal gear, including clothing, be clearly labeled. It is not unusual for Scouts to return home with someone else's gear or clothing. Please help your Scout check his equipment and clothing after each trip for items belonging to his tent or cabin mate.

All Scouts of Troop 109 are to have their own Backpacking Tent. You can purchase one for about \$60 at Walmart or any camping store.

**FYI:** "*Cotton Kills*": It is strongly recommended that you do not wear cotton (especially in the colder months). Cotton gets cold, and does not hold in any heat. It also stays wet and does not wick away perspiration.



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**RESPONSIBILITIES**

The following rules and procedures have been developed by the Troop to make certain every Scout has a safe and fun Scouting experience. This section of this document is not intended to capture all of the rules and regulations. Rather it presents the basic rules of conduct we use to maintain safety and order during all Troop activities.

**Snacks and Meals on Scout Activities**

Part of the fee charged for each outing/event is to cover the cost of meals and snacks for every Scout and adult. Patrol menu planning will always make certain there is sufficient food for everyone.

No personal food or snacks are brought on *any* outing/event unless advised to do so. This is an important safety consideration. We camp in areas where animals may be tempted to enter a tent by the smell of food. All Troop and Patrol food is always stored away from the tents in secure containers. In addition, we may have Troop members who have food allergies. All menu plans are reviewed to make certain they do not place the health of a member at risk. We do not have that opportunity when a Scout brings his own food or snacks.

The Scouts prepare their own meals as a Patrol on each trip. This means they will each take a turn cooking and cleaning up after a meal. A Scout is expected to eat what their Patrol is eating. They are involved in menu planning and duty rosters at the Troop meeting before each campout., so no surprises or disappointments occur on the outings

All participating adults are expected and required to follow the same rules. No adult is to bring any extra foods or drinks on any Troop 109 outing/event, nor to stop for food or drink on the way to or from an event. Alcohol and Tobacco is prohibited from all Troop 109 outings/events.

All participating adults are also expected and required to attend the menu planning and duty roster meeting one week before the campout.



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### **Responsibilities of Our Junior Leaders**

The Boy Scouts of America is a youth-led program. Primary responsibility for the planning and operation of our program, events, and activities falls to our Junior Leaders. The Troop's Junior Leaders are members of the Patrol Leader's Council. They include the Senior Patrol Leader, Assistant Senior Patrol Leader, Patrol Leaders, Troop Guide and any other positions the Scoutmaster deems appropriate for inclusion in the Junior Leadership ranks.

As the Youth Leaders of the Troop, the Junior Leaders set the example for the other Scouts to follow. A Scout who accepts a Junior Leadership position must take his position very seriously. His response to the other Junior Leaders as well as the Adult Leaders of the Troop will often set the tone followed by the other members of the Troop.

A Junior Leader readily follows and respects the instructions of others. He will always do his best and try his hardest to complete those tasks assigned to him. He must show initiative in responding to the problems of running the Troop and the task. At all times, he must act maturely. A Junior Leader works hard to master his position in the Troop and to know his role and responsibilities. This in particular includes completing the research and preparation that is necessary outside the Troop meeting and other Troop activities to successfully complete his assigned tasks.

You can find all Junior Leader roles and responsibilities on the Troop 109 website.

### **Role of a Scout Parent**

The success of Troop 109 has been, and continues to be, dependent upon the *full participation* of the Scout parents. Every Troop 109 family is expected and required to participate in the successful functioning of the Troop. This is a Troop 109 policy. If you are not prepared to participate, you may want to check out some of the other Troop's in town. Their policies may be a better fit for you and your Scout.

As a parent, you will want your son to get the most out of Scouting. So you'll keep the dates of Troop activities on your calendar as a reminder, encourage him as he progresses in the advancement program, and perhaps help him master the skills of Scouting. But his success in Scouting depends in part on the success of our Troop.

You can help keep the Troop strong with your support of talents and available time. Opportunities to help are many – serving on the Troop Committee; providing transportation for outings; helping organize and participating in Troop camping trips; or serving as a merit badge counselor in a hobby or career field you are familiar with. Your participation in these activities will show your son that you support him and want him to have the best experiences possible in Scouting.

All parents/guardians are expected to be role models to the Scouts of Troop 109. All Troop 109 and B.S.A. policies apply to both Scouts and adults.



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**SAFETY**

Troop 109 prides itself on running a very safe and effective organization. Our core group of Adult Leaders is required to go through B.S.A.'s Youth Protection Training, Other Safety Training, Leadership Training, and pledge to keep our Scouts safe from physical, psychological, and sexual abuse. We maintain two-deep leadership at all times.

During outings/events, the buddy system will be in effect. Scouts are never to go off on their own.

It is expected and required that all participating adults be trained in Youth Protection and Risk Zone. The Troop 109 Committee holds the right to refuse Troop participation due to lack of training. This is done for the safety of our scouts.

**Youth Protection and Two-Deep Leadership**

The B.S.A.'s Youth Protection Program was developed to help safeguard both our youth and adult members. Published and videotaped materials have been prepared to give professionals and volunteers information on the resources available for educating our membership about child abuse – how to avoid it, how to identify it, and how to deal with it. The Troop's adult and youth leaders responsible for youth safety understand and appreciate Scouting's position of zero tolerance for child abuse or victimization in any form. We are required by B.S.A. guidelines to report any suspected abuse to the local council Scout executive.

Two-deep Leadership means a minimum of two registered Adult Leaders, or one registered Adult Leader and the parent of a participating Scout must always be present during Troop activities. There should never be any unsupervised one-on-one contact between an adult and a Scout in the program. Even when your son has a private conversation with the Scoutmaster (example: Scoutmaster conferences in preparation for rank advancement) or another adult (typically merit badge counselors or other individual instruction), it is always in the plain view of another adult.

**Health and Emergency Medical Care**

Given the supervision and planning that goes into our activities, it is extremely rare for our first aid needs to go beyond treatment of cuts, scrapes, and bumps. However this is a Scouting program and the Scout motto is "Be Prepared". If a Scout or adult participating in a Troop activity needs medical treatment, we need some baseline information to provide to the health professionals caring for them.

For most activities, excluding the Troop meetings and other in-town events, you are required to complete a permission slip for your Scout. This form always includes emergency contact information. In addition, at the annual registration meeting, you will be asked to complete a form with information about any pre-existing medical



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conditions and medications. This medical information is carefully safeguarded and is always kept in confidence by the Scoutmaster and his Assistants.

Every year, during registration, the following forms are to be completed:

- B.S.A. Personal Health and Medical Record Form – Class III
- Troop 109 Parental Consent and Medical Authorization Form

It is the parent/guardian's responsibility to inform the Scoutmaster of any health changes throughout the year.

### **Prescription/Medication Policy**

Many of our members use prescription and non-prescription medication for their health and well-being. We recognize some of these medications may affect a Scout's mood, response, and behavior. To make certain each Scout has a successful Scouting experience it is imperative that this information is provided to the Scoutmaster.

As per BSA policy our adult leaders are not responsible for dispensing medication or ensuring that it is taken as prescribed. It is recommended that on campouts or any scout event each scout brings his own non-prescription medication, such as Tylenol, Benadryl, Pepto-Bismol, etc. for his own use. Scouts must never share any medication.

The following policy has been adopted by the Patriots' Path Council regarding prescriptions and medications:

*The taking of prescription/medication is the responsibility of the individual taking the medication and/or that individual's parent or guardian. Information of prescriptions/medications should be indicated on the trip permission slip. Only the medication for the period of the activity should be taken on the trip. Prescriptions/Medications should be in the original container.*

### **Fire Safety**

Fires are dangerous. Before any Scout works with a fire he must first earn his Firem'n Chit card. Scouts will not be allowed to play in the fire. Any unsafe acts will result in a warning for a first offense. The second offense will result in a call to the parents.

Open flames are not allowed inside tents.

Scouts will not bring Fireworks to any function.

### **Transportation**



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We rely on permission slips and activity sign-up deadlines to plan for enough vehicles to safely transport Scouts and their gear to each activity. The Troop's Transportation Coordinator oversees transportation to and from all Scouting activities. The only two exceptions to this rule are the regular weekly Troop meetings and those nearby Scouting activities when parent's pick-up and drop off their own Scout. No adult is allowed to transport Scouts on any Troop activity unless the Transportation Coordinator has received the necessary driver and vehicle information. We collect this information every year at registration time, and it includes the driver's name and driver's license number; the make, model, year, and number of seats with seat belts in the car; and the amount of insurance. We require this information to comply with Boy Scouts of America guidelines for safety and for insurance reasons.

When you agreed to assist in transportation for a Scout activity, the Troop plans on your being available to drive both ways unless you have made previous arrangements with the Transportation Coordinator. Drivers should also realize all arrival and departure times are approximate, so please allow the flexibility needed.

All drivers and passengers traveling in a vehicle on any Troop 109 activity are required to use seat belts. Any driver or passenger who fails to comply with this policy should immediately be reported to the Scoutmaster or Trip Leader.

Every year, during registration, the "Troop 109 Motor Vehicle Checklist" is to be completed. It is the parent/guardian's responsibility to update this information with any changes throughout the year. Without this information, you will not be allowed to drive our Troop 109 scouts to or from any outing/event.

### **Guns and Firearms**

The B.S.A. has a longstanding policy of teaching its youth and adult members the safe, responsible, intelligent handling, care, and use of firearms. This is accomplished in planned, carefully managed, and supervised programs generally at Summer Camp or other similar facilities with equipment supplied by those facilities. No personal firearms are allowed at any Troop meeting or on any other Troop activity.

Boy Scouts are permitted to fire .22 caliber bolt-action, single-shot rifles; air rifles; shotguns; and muzzle-loading long guns under the direction of a certified instructor, with the standards outlined in current Scouting literature and bulletins. B.S.A. policy does not permit the use of handguns in the Boy Scouting program.

### **Knives, Axes, Hatchets, and Saws**

A sharp pocketknife and saw are invaluable camping tools. Part of the Scouting program is to teach our Scouts the safe use of these items. In order to carry a pocketknife, use an axe, hatchet, or saw at any Troop activity, a Scout must complete the Tote'n Chip program. Sheath and fixed blade knives are prohibited. Properly sheathed axes, hatchets, and saws are used only in an "axe yard" (a clearly



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marked off area with adequate safety clearance). Do not bring personal axes, hatchets, and saws.

Since its inception, Scouting has heavily relied on its outdoor elements. These tools and their use are an integral part of this outdoor program. We provide our Scouts with the training to safely use, handle, and store these important outdoor tools.

Any malicious or dangerous use of a knife, axe, hatchet, or saw will result in the removal of the Tote'n Chip privileges.



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**SCOUT BEHAVIOR**

**Code of Conduct**

We insist that our boys behave like a Scout, living by the Scout Oath and Law and by practicing very basic rules of courtesy. Hats are to be taken off inside a building. We offer our seats to people. Doors are held open. It is these very basic things that make our Scouts stand out from the rest. We expect the scouts of Troop 109 to stand out as some of the most polite and best behaved.

To keep this level of behavior, we use the following rules. Our older Scouts are expected to set an example for all Scouts in Troop 109. When a behavior is deemed disruptive, parents are called to pick up their son. We ask each Scout and parent to carefully review this Code of Conduct.

The following is a list of behavior/actions considered disruptive:

1. Not cooperating with or following the instructions of any Junior Leader, or Adult Leader during a troop or patrol meeting and disrupting your patrol or troop function.
2. Not cooperating with or following the instructions of any Junior Leader or Adult Leader during a Troop camping trip or other activity.
3. Not following the duty roster, on a regular basis during a camping trip or at Summer Camp.
4. Not participating in the daily activities during a troop outing. If you are not interested in joining the scout craft/skill activity, then you should not participate in the outing.
5. Being disrespectful to or argumentative with any Junior Leader, Adult Leader, parent, or member of the public during a Troop meeting or other Troop activity.

It is the Troop's aim to provide a good learning atmosphere for our Scouts. The Troop will not tolerate any outrageous, disruptive, or disrespectful behavior ruining the atmosphere for the Scouts who want to learn.

Lastly, patrols make up the Troop. Each Patrol is lead by a Patrol Leader who functions as the voice of the patrol. The Patrol Leader runs each patrol with input from his Patrol Members. The Patrol Leader reports to the Senior Patrol Leader or Assistant Senior Patrol Leader. Any Junior Leader, Scout or Adult leading a presentation or discussion deserves your respect and attention. As you continue in Scouting, someday you will find yourself in this position.

Each Patrol member is expected to contribute to his patrol. One example is by keeping order during patrol meetings. Every Patrol member is expected to support his Patrol Leader. If you do not agree with your Patrol Leader, you have the option of discussing the alternatives with him. You cannot have everything your way. If you continue to disagree with the Patrol Leader, you are causing problems not only



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for your patrol, but also for the entire Troop. This type of disruptive behavior will not be tolerated.

Disciplinary action will vary in form and substance depending on the seriousness of the offense, its repetition, and impact on the Troop's operations. Repetition of a previous offense will result in increasingly severe disciplinary measures. The level of discipline will run from a verbal warning all the way to and including suspension from the Troop.

**Behavior**

The Scout Oath and Law prevails on all indoor and outdoor activities for each Scout and adult in Troop 109. Therefore bad language, hazing, name-calling, dishonesty, fighting, use of non-prescribed drugs, tobacco, or alcohol will **ABSOLUTELY NOT BE TOLERATED**. The highest Scouting standards will be maintained with **NO EXCEPTIONS**. Parents should encourage their Scouts to strive for these ideals.

Parents should be prepared to pickup their Scout if they violate B.S.A. standards, or are disruptive at meetings or activities. The disruptive Scout will call his parents to take him home and a conference between him, the Junior Leader(s), the Scoutmaster, and his parents will take place as soon as possible to resolve the issue.

Following the B.S.A. program to promote boy leadership, the Junior Leaders, with the guidance of the adults, have the authority to correct improper behavior. Junior or adult Leaders can give minor discipline on the spot.

A Scout who commits a serious infraction will be sent home or be restricted from meetings, campouts, or activities until the Scoutmaster or Chartered organization decides on what course of action to take.

One of the goals of Scouting is to teach responsibility for one's own actions. Therefore, Scouts will be held financially liable for any damage to Troop or individual equipment. After hearing all sides of the story, the Junior Leaders and the Scoutmaster will decide if the boy is liable for any damage or loss and will notify the parent.

Pornography will not be brought on any camping trips. If found, the material will be confiscated and given to the Scout's parents.



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**WRAP UP**

We hope you have found this document useful and informative. Please direct any questions, comments, and suggestions you have about this document or Troop 109's Scouting Program to our Committee.

In closing, we would like to once again thank you for your family's participation in Troop 109. The Junior and Adult Leaders of the Troop are proud of our Scouting program. We will continue to work towards providing a fun and education experience for every Troop member.



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**ACKNOWLEDGEMENT & SIGNATURES**

**Please sign and date below, and then return this page to the Troop 109 Scoutmaster by registration night.**

**The undersigned Scout and his parent/guardian acknowledges:**

- Receiving a copy of the B.S.A. Troop 109 Policies & Procedures or understands that this document can be found on the Troop Website under the "Documents" section**
- Accepting the responsibility of reading it together and abiding by it**

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**Scout Signature**

**Date**

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**Parent/Guardian Signature**

**Date**

