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Scoutmaster's Message

The Aim of Scouting is to build character, foster citizenship and to develop fitness.

These are very lofty goals, but in many cases not very enticing to young boys. There are many reasons boys become Scouts, some of which include the adventure, the excitement and the challenges! Scouting is a classroom in the outdoors, but it is not run like a classroom. Troop 818's program for teaching includes; first, getting the Scout's interest, followed by teaching him skills and providing opportunities for him to use the skills. Testing the Scout and recognizing his accomplishment follows immediately.

Troop 818 is here to provide the opportunities a Scout needs to advance in the scout program, but it is up to each individual Scout to take advantage of our program. This is where the parents come into the picture. Parents, talk with your son, ask about activities and encourage his participation and advancement. Don't settle for, "the meeting was boring and we didn't do anything." Is your son getting involved? Is he working toward his own advancement and asking for help? Or is he just passing the time and talking with his friends?

The more you become involved with your son, and his Troop, the greater interest he will have in achieving his potential as a Scout. Troop 818 provides every Scout an opportunity to advance to Eagle Scout. By far, the highest percentage of the young men who reach the Eagle rank get to that rank with the active backing of their parents.

Joining

There are three ways that a boy enters a Scout Troop:

1. As a new candidate crossing over from Webelos.
2. As a new candidate entering Scouting with limited or no Cub Scouting experience.
3. As a transferring Scout.

There is more to joining a Boy Scout Troop than simply completing a membership application and paying dues. A candidate for Boy Scouts needs to meet other requirements, too. These requirements are covered in detail in the New Scout Program Section of this guide.

Scouts who transfer into Troop 818 are required to fill out, in detail, the Boy Scout Application. They must sign it, and then present it to the transferring Scoutmaster who must complete the BSA Transfer Application/Notice before the transfer is processed. These two documents are to be presented to the Unit Leader (Scoutmaster) of Troop 818 with the appropriate transfer fees when the Scout makes application to join this troop. The new Troop Council Office then processes these two documents. A transfer is not complete until the council Office processes the documents. Credit for merit badges, offices held, and honors secured (including the Order of the Arrow) are limited to those shown on the transfer Application/Notice.

Scout Participation

When a Scout joins Troop 818, he is expected to participate in as many Troop events as possible. Records are kept of his attendance. The Scoutmaster uses this information in his evaluation of Scout spirit for rank advancement and for the participation requirement for a Scout to run for certain troop offices.

Attendance

The goal is for Scouts to maintain 75% attendance in uniform, (ie: allow one absence per month). Excused absences require advance notification in the Troop's attendance software. Attendance will be taken at Flag ceremony at 7:00pm. Illness is considered an excused absence. The patrol leaders (PL) need to keep track of their patrol members, and each PL must arrange for his substitute when missing a meeting. However, Scouts participating in sports, band, or academic bowl also may receive excused absences if they register the occurrence before the meeting.

The Troop is trying to teach responsibility. The consequence of not maintaining 75% attendance during the six months prior to troop elections, is that the Scout will not be eligible for a troop position.

Leadership Eligibility

In order to be considered for election or appointment to leadership positions a Scout is required to have an excused attendance record of at least 75% during the previous six months. To be given credit for a leadership position a Scout must maintain an actual attendance record of at least 75% during his term of duty. If a Scout misses an excessive number of meetings or events (ie: more than 25%), even though absences are excused, he may not be given credit for leadership time. If you want to run for office make sure that you do not plan to miss meetings or other Scout functions during the next six months.

Scouts run the program of Troop 818 for the benefit of all wishing to participate. A high level of participation results in a quality program. Poor attendance, on the other hand, results in a curtailed program and a waste of resources. Participation and contribution by each Scout is essential for the Troop to succeed in its aims. We have observed many times, that "you only get out of Scouting what you put into it," and "non-participants don't make good Scouts."

When a boy joins Troop 818, we ask him to make a commitment --- to the Troop, the Scouting program, and to himself. Scouting must have a high priority in his life. Personal dedication, a commitment to excellence, a sense of duty, personal loyalty and responsibility produce a young man, who not only is a successful Scout, but an asset to society.

Parent Participation

Parents, both men and women, join the Troop when their son joins. It is their responsibility to their son and to the community, to help make sure a good Scouting program is available. It also is an excellent opportunity to participate with their son in his development at this most critical phase of his life.

When parents are called upon to participate, or to help fulfill the needs of the Troop, they should make every effort to do so. **Without each and every parent's help, the Troop's growth and learning will be curtailed.**

When your son first joins Troop 818, you will be asked to fill out a parent volunteer form. There are a number of ways for you to actively participate with the Troop. You may wish to serve as an Assistant Scoutmaster, become a member of the Troop Committee, assist with boards of review, go on a campout, help with a merit badge class, or any of many support jobs that need to be done.

A Troop needs the help of both men and women. Your contribution may be large or small, but it is vitally needed. The Scoutmaster and his assistants are not babysitters. They are there to train and help your Scout grow into a mature and useful young man. If they squander their limited resources doing logistic jobs that you could perform, they cannot fulfill their function.

Adult Staff

The Adult Staff is comprised of adults, 18 years or older, whose function is to guide the Scouts in the execution of the program, especially with regard to the main concerns of Scouting, character building, citizenship and physical fitness.

The Scoutmaster trains his boy leaders to plan and run Troop 818. He helps Scouts to grow by encouraging them to learn for themselves. The Scoutmaster is the one troop leader who relates closely to each of the other links in the chain of Troop operations, and, through the Troop Committee, the Chartered Organization Representative and The Chartered Organization.

The Assistant Scoutmasters (ASMs) support the Scoutmaster. They are assigned specific program responsibilities, such as advising patrols, new scout patrols and older boy or high school patrols.

The ASMs participate directly with the Scouts. They are assigned as advisors to particular patrols and act as facilitators to assist the Scouts with the running of their patrols. They also provide advice and assist with the teaching of basic Scouting skills. It is important that we have two or more advisors for each patrol.

The Troop Committee

Every Troop has a group of adults whose main job is to back up the scoutmaster and help him run a good Troop. The Troop Committee acts as the “Ways and Means” committee of the Troop. It is the Committee’s responsibility to provide the resources needed to run the Troop’s Scout Program, including advancement, outdoor programs, finances, working with parents, overseeing the safety procedures, and doing whatever they can to help the Scoutmaster do his job. They assist the boys in raising funds and keeping records. They recruit other adult leaders, run Boards of Review, assist in Courts of Honor, and oversee Troop communications. A good committee supports its Junior Staff and Scoutmaster. Its role is not to run the program.

The committee meets at 7:00pm on the third Thursday of each month unless otherwise notified. A notice and the minutes from the previous Troop Committee Meeting are e:Mailed out the week before. The meeting takes place at First United Methodist Church.

The Troop Committee Positions are as follows:

- Chartered Organization Representative
- Committee Chair
- Secretary
- Finance
- Advancement
- Registrar and Records
- Newsletter editor
- Web Site Editor
- Popcorn Colonel
- Fund Raising/Scholarship
- Merit Badge Program Coordinator
- Transportation
- Equipment
- Chaplain
- Cub Liaison
- Librarian
- Special Events Coordinator
- Troop Guide Book Coordinator
- Health Officer
- Safety/First Aid
- Scholarship/Uniform Exchange Coordinator

Boards of Review

Troop 818 is filled with many active boys seeking advancement. One requirement at every level of the advancement process is the Board of Review.

Boards of Review consist of three adults who **are not** a part of the adult staff, i.e. Scoutmaster and his Assistant Scoutmasters. Because of the rule eliminating the adult staff, a significant number of active adults are removed from the pool that can be drawn from to perform boards.

The third Thursday of each month, during Committee Meetings, is the scheduled date on which Boards of Review are held. However, they may be held more frequently as needed. The Advancement Chairman, or someone appointed by the Advancement Chairman, coordinates the boards during the regular Scout meeting time.

Only the number of volunteers available to conduct these reviews limits us. You **do not** have to be a Troop Committee member to participate in a board of review. Inexperienced volunteers will be teamed with experienced volunteers. The requirements for Boards of Review are covered in more detail in the Advancement Section of this manual.

Merit Badge Counselors

There are over 100 merit badges and each one of them requires a Merit badge counselor. There are no rank requirements for a Scout to complete a merit badge. However, there are merit badge requirements for the ranks of Star, Life and Eagle.

The earning of merit badges is an activity that a Scout usually does outside the normal meeting activities. Short meetings before, during, or after the troop meeting can be scheduled to discuss assignments and progress. Details of the steps a Scout performs to earn merit badges are covered in detail in the advancement Section.

The requirements for being a merit badge counselor are:

- Be over 18 years of age
- Complete an application to be a Merit badge counselor
- Be willing to make yourself available to Scouts

This important position takes a minimal amount of time. The Scout does the work and you meet with him to verify that the tasks were completed and that the Scout has acquired the knowledge required.

Note to Merit Badge Counselors – *It is a Boy Scouts of America policy that adults **do not** meet with Scouts in a one-on-one situation. This is not a Troop 818 policy, but a national policy. It is unfortunate that circumstances occur that require the implementation of such policies; however, it has been instituted to protect the rights of the boys as well as the adults.*

We suggest that Scouts work in pairs when possible, but if you find yourself working with a Scout individually, ask the Scout's parent to be present and stay with you or insure that some other adult is present during the meeting.

Other Adult Participation Opportunities

There are many supporting activities that are required to help Troop 818 function at its fullest.

The troop goes camping once a month and drivers are required to get the Scouts and equipment to and from the campsites. All parents, including mothers, are welcome to participate in these outings. Check the troop calendar on the bulletin board or web site so you know what events call for your support and attendance.

The amount of money required to run a troop far exceeds the membership fees and dues paid by the boys. Consequently, the troop carries out one major fundraiser each year. This annual fundraiser is the Boy Scout Popcorn sales that are held in the fall. If you are willing to participate in these activities, contact the Troop Committee chair.

Troop 818 holds a Court of Honor two times during the year. The Court of Honor is a special ceremony that honors each Scout who has earned advancement during the semester. **Parents should make it a point to attend each Court of Honor, not only to see their Scout honored, but also to show their support of the Troop.**

Parents are encouraged to occasionally attend a regular meeting, even for a brief visit, to allow the boys to demonstrate the Scout program in action. Parents (Moms included) are encouraged to come to any camping or hiking outing to observe and participate. Please indicate your interest during the sign-up for events so that food may be purchased and equipment set aside if you plan to attend. **Your interest and support are vital to a successful program.**

Troop Meetings

The Troop meets every Monday evening in the Youth Fellowship Building at First United Methodist Church, Sixth Street, Stillwater, Oklahoma. Meetings start promptly at 7:00pm and end at 8:30pm. Meetings center around a program and activities related to Scouting. A portion of the Troop meeting is allocated to patrol meetings. Scouts should be on time and in full uniform. The uniform of the troop is described later in this guide.

A Scout's parents should be prompt in picking up their son(s) after meetings. Troop policy dictates that no Scout will be left at the church without an adult present. **A late pickup means that an adult is delayed in getting home to his own family.**

Guests are always welcome at Troop 818 meetings. Scouts are encouraged to bring prospective members from time to time.

Troop Organization

Every Troop is part of some established community organization. The Troop is granted a charter by the Boy Scouts of America (BSA) to operate for one year at a time. First United Methodist Church has chartered Troop 818 for more than 80 years.

The organization (FUMC) agrees to furnish satisfactory meeting facilities, approve the Scoutmaster, appoint a Troop Committee Chairperson and choose a Chartered Organization Representative, a member of the church who serves as a link between the church and the Troop. That person is not the head of the organization.

BSA agrees to make training courses available to the Troop leaders, provide local camping facilities (i.e. Will Rogers Scout Reservation), make program materials available, maintain basic Troop records, and provide programs and services. The Chartered Organization uses the programs and provides the adult leadership.

Troop 818 is organized into several operating units, including the Patrols, the Junior Staff, the Adult staff and the Troop committee. The Patrols operate using the "patrol method," described in a later section of this guide. In Figure I, the basic structure of the Troop below the Committee level is diagramed.

Junior Staff

The boy leaders run Troop 818. With the guidance of the Scoutmaster and his assistants, they plan the program, conduct the Troop meetings, and provide leadership among their peers. Troop 818 holds elections for its leadership in March and September. In order to hold a Troop position, one must be an active participant in the Troop and have Scoutmaster approval at the time of nomination. A Scout is required to have an excused attendance record of at least 75% during the previous six months.

To be given credit for a leadership position a Scout must maintain an actual attendance record of at least 75% during his term of duty. If a Scout misses an excessive number of meetings or events (i.e., more than 25%), even though absences are excused, he may not be given credit for leadership time. If you want to run for office make sure that you do not plan to miss meetings during the next six months for activities such as sports, band, academic bowl, etc.

Every Troop officer must attend a Junior Leader Training Session within the first month he is in office. The Scoutmaster will arrange this training.

Senior Patrol Leader (SPL)

(Reports to Scoutmaster)

1. Meet with SM 15 minutes before each Troop activity.
2. Run PLC, coordinate Troop activities.
 - a. Weekly meetings (15 min.).
3. Two 2-hour meetings outside regular Troop meeting.
 - a. First month of office for training.
 - b. Last month of office for court of Honor planning.
4. Provide monthly presentation of Scout skills at meeting (with ASPL).
5. Coordinate flag ceremonies at Troop meetings, overnight campouts, and Courts of Honor (both Troop and Eagle).

Assistant Senior Patrol Leader (ASPL)

(Reports to Scoutmaster)

1. Meet with SM and SPL 15 minutes before each Troop activity.
2. Run PLC/coordinate Troop activities in SPL absence.
3. Provide monthly presentation of Scout skills at meeting (with SPL)
4. Coordinate special activity nights scheduled during term.
5. Take and keep minutes of PLC meetings.

Patrol Leader (PL)

(Reports to Assistant Scoutmaster advising the patrol)

1. Patrol leader is responsible for overall functions of patrol at meetings and activities.
2. Attends all PLC meetings.
3. Patrol will decide on additional responsibilities.

Scribe – Dues

(Reports to Troop Finance Committee Member)

1. Collect and record dues.
2. Provide SM a monthly report including:
 - a. Dues collected
 - b. Use of patrol funds.

Scribe – Attendance

(Reports to Troop Registrar and records Committee Member)

1. Record attendance at all Troop activities including:
 - a. Weekly meeting
 - b. Campouts
 - c. Service projects, etc.
2. Maintain attendance/absence book.
3. Maintain bead record and distribute beads.

Scribe – Advancement

(Reports to Troop Advancement Chair)

1. Record Scout advancement activity including:
 - a. Requirements
 - b. Merit badges earned
 - c. Service hours
2. Prepare monthly advancement report for SM and Troop Newsletter.
3. Coordinate monthly advancement activity
 - a. Meeting requirement fair
 - b. Orienteering course
 - c. Lashing project

Quartermaster (QM)

(Reports to Troop Equipment Committee Member)

1. Maintain and check in/out Troop equipment.
2. Prepare inventory of all Troop and patrol equipment for SM (with patrol QM)
3. Prepare list of needed Troop equipment (with input from Scouts)

Historian

(Reports to Troop Historian Committee Member)

1. Prepare scrapbook for six-month term with:
 - a. Names of Troop officers, patrols, etc.
 - b. Pictures of Troop activities
 - c. Newspaper clippings
 - d. Court of Honor programs, etc.
2. Display scrapbook at Court of Honor and coordinate presentation of Troop activities.
3. Prepare monthly report of Troop activities for SM and newsletter.

Librarian

(Reports to Troop Librarian Committee Member)

1. Catalog and check in/out all Troop reference books.
2. Determine what merit badge books the Troop needs and get two (2) of them.
3. Procure three reference books (approved by SM) for Troop library.
4. Prepare monthly report/list of reference materials for SM and Newsletter.

Chaplain's Aide

(Reports to Troop Chaplain Committee Member)

1. Offer invocations/prayers at Troop meetings, Courts of Honor and other Troop activities.
2. Provide devotional for each overnight campout.
3. Maintain record of Scout religious preferences and promote BSA religious award program.
4. Participate in BSA religious award program.

Den Chief

(Reports to Scoutmaster)

1. First Class Scout
2. Attend Den meetings regularly (75% of meetings)
3. Get short note from den leader saying you attended regularly and helped out.

Troop Guide

(Reports to Assistant Scoutmaster assigned to New Scout Patrol)

The Troop Guide assists the Assistant Scoutmasters in the recruitment and training of New Scouts. The Troop Guide teaches advancement skills to new Troop members. They also are responsible for the review of Scout skills for Tenderfoot, Second Class and First Class rank advancement. They may be required to attend Boards of Review of Scouts that they have tutored.

This position is appointed by the Senior Patrol Leader, with Scoutmaster approval, and requires a rank of Life Scout or above. This is an outstanding opportunity for Eagle Scouts who have not reached the age of 18 to exercise their leadership and outdoor skills for the benefit of younger Scouts.

Credit for Leadership

To get full credit toward rank advancement during a six-month period, a Scout must participate at a 75% level for meetings and other Troop functions. A Scout also will have to fulfill the duties of his position to the satisfaction of the Troop adult leadership.

If a Scout is not able to fulfill the 75% rule during a six-month period, he should contact the Scoutmaster and discuss with him alternative methods for fulfilling the leadership requirement.

The Patrol Leader's Council

The Patrol Leader's Council (PLC), not the adult leaders, is responsible for planning and conducting the Troop's activities. The PLC is composed of the following voting members: Senior Patrol Leader, Assistant Senior Patrol Leader, and Patrol Leaders. Other Troop officers participate, but do not vote.

The Troop's activities are selected and planned at the annual program planning conference held in August. The Troop's yearly plan is then submitted to the Troop Committee for approval. The Troop Committee either approves the plan or makes alternative suggestions for the PLC to consider. At its meetings, the PLC organizes and assigns activity responsibilities for the weekly Troop meetings. The Troop Committee interacts with the PLC through the Scoutmaster.

Patrols

Every Boy Scout Troop is made up of patrols – groupings of six to twelve boys – that work together as a team. This allows a Scout to be in a small group within his Troop. It also means each boy gets involved because he's really needed. Every Scout has an opportunity to get a job and a chance to learn and practice responsibility. It provides real experience in the democratic way of doing things.

Patrols also have their own meetings, elect their own officers, and plan and carry out their own patrol activities. Lord Baden-Powell, the founder of the Scouting movement said, "It's the only way to run a Troop." Troop 818 agrees.

Patrol Dues

Troop 818 has each patrol collect dues for each Troop meeting. The purpose of collecting dues is to teach the Scouts responsibility. The Scouts are asked to use some of their weekly allowance or money earned to pay these dues. Parents should resist giving money to their Scout on the way to the troop meeting.

The Troop receives \$0.75 per week and the Patrol receives \$0.25 per week. Thus, each \$1 brought in by a Scout would be split 75/25 between the Troop and the Patrol. The Patrol retains the \$0.25 to purchase equipment approved by the Assistant Scoutmaster advising the Patrol.

Scouts will not be permitted to attend Troop outings if dues are not current on the date a permission slip is due. Permission slips are generally due one week in advance of an outing. It is the Scout's responsibility to check his dues status and the Patrol Leader and Assistant Scoutmaster's responsibility to make sure the information is kept current with the Troop Committee Treasurer.

The Patrol Leader

The Patrol Leader has the Patrol's top position. He appoints members to available patrol jobs, so as many as possible can share in its leadership. He takes the lead in planning and steering regular patrol meetings and activities. He helps patrol members advance, and may teach Scouting skills. He encourages members to recruit new boys to fill patrol vacancies. He represents his patrol on the PLC, and reports to the patrol the decisions of the PLC. He sets a good example by working on his own advancement, taking junior leader training, and living up to the Scout Oath and Law. Any boy accepting a patrol leader position should pledge to be available for at least 75% of all Scouting activities during his term of office.

This position is elected by each patrol and requires a rank of First Class or above.

If a Patrol Leader fails to perform his duties, the Scoutmaster will counsel him. If he continues to neglect his duties, he can be removed by majority vote of his entire patrol.

The Assistant Patrol Leader

The Assistant Patrol Leader steps in to serve when the Patrol Leader cannot. He may also carry out special tasks assigned to him, like overseeing patrol member's advancement.

The Scribe

The Scribe is the patrol secretary. He checks attendance and keeps the patrol logbook up to date.

The Treasurer

The Treasurer collects patrol dues and camping fees and keeps records on each Scout in his patrol.

The Quartermaster

The Quartermaster keeps the patrol's equipment in good shape. He also works with the Troop Quartermaster as needed to maintain the Troop gear.

The Grubmaster

The Grubmaster is appointed for each campout and is in charge of camping menus and assembling food for such events. This allows everyone in the patrol to have an opportunity to meet the meal planning and cooking requirement for First Class Rank advancement. Receipts will be turned in after campouts to patrol's adult advisor along with any money that is left over. The patrol may choose to vote and use the extra money to replenish their chuck box, or split it between the patrol members that participated in the campout. The Grubmaster is expected to stay within budget when buying food for campouts. **A Boy Scout is Thrifty.** If a Grubmaster overspends, the food is to be shared by the patrol. A learning experience has occurred.

The Cheermaster

The Cheermaster leads songs, yells, stunts and campfire programs. He is "Mr. Morale."

Troop Operation

The “**chair of command**” revolves around the SPL, his ASPL, and Patrol Leaders who lead the junior staff in conducting the program. The Patrol Leaders serve as the channel of communication between the patrols and the SPL. The SPL then serves as the main channel of communication to the adult staff. Scouts with questions or needing assistance, or guidance, should go first to their Patrol Leader, who in turn should go to the ASPL, who in turn should go to the SPL, who then should go to the Scoutmaster or other member of the adult staff. **The success of the program is dependent upon the effectiveness of the patrol, junior and adult leadership.**

Two adult advisors are assigned to each patrol. One adult is required to stay with patrols during meetings and watch interactions between Scouts and behavior. Parents can be called by the Scoutmaster, or Committee Chairperson, and required to attend two meetings with their Scout after two warnings for minor misbehavior or one major warning. **This will be a requirement for the Scout to continue with the Troop.**

Adult advisors are required to guide Patrol elections and the planning for each campout and program. Adults must take responsibility for guiding boys in the right direction. This **does not** mean that they take charge; however, they do act as a facilitator.

New Scout Program

For young boys new to Scouting and for Cub Scouts transitioning to Boy Scouts, the step can be a very big one. Sometime during the February – March period, many boys cross over from their Webelos Cub Scout programs to join Boy Scouts. The new recruits are placed in a New Scout program under the direction of Troop “guides and one to two adult leaders. Through this program, the new Scout receives an orientation to BSA and specifically learns the operation of Troop 818 during his next six to nine months. The new Scout participates in many of the regular Troop programs and outings, yet has his own activities where he learns basic personal and patrol skills and responsibilities which will prepare him for entry into the Troop structure.

Every new Scout will receive the Boy Scout Handbook, the official guide to Boy Scouting. If a Scout loses their Boy Scout Handbook, a new copy can be purchased at the Cimarron Council Headquarters, Enid, Oklahoma.

The Boy Scout Handbook will serve as a guide through all the Scout’s years of Scouting and will serve as the record for the Scout’s advancement. Unlike the handbooks used at the different levels of Cub Scouting, a Scout will need to hold onto his Boy Scout Handbook for all his years of Scouting.

A Scout candidate will also need an official Boy Scout uniform with all of the appropriate patches. Some of the patches are provided by Troop 818, while others can be purchased at the Cimarron Council Headquarters in Enid. The complete details of the uniform and requirements are covered in the Scout Uniform Section of this guidebook.

The Scout candidate’s first goal will be to meet all the requirements on page 4 of the Boy Scout Handbook in order to earn the Boy Scout badge. After completing these requirements, the Scout candidate will request a Scoutmaster conference with the adult advisor for the new Scout patrol or with the Scoutmaster. The purpose of this talk is to make sure every Scout candidate knows what it means to be a Scout. When this requirement is completed, the Scout candidate is officially a Boy Scout.

At the first available Troop meeting following the Scoutmaster conference, the new Scout will be officially inducted into the Troop, and will receive the Scout rank badge and the Scout rank record card.

Scouts in High School

The High School Patrol was formed to provide challenging opportunities for the older Scouts in our Troop. The High School Patrol can assume a name just like the other Patrols. This Patrol consists of Life Scouts, fifteen years or older, and have Scoutmaster approval. An adult advisor is assigned to the High School Patrol. The Patrol meets every week, and they discuss progress on their Eagle Projects and help plan training for younger Scouts. Scouts from this patrol interested in sharing their skills and talents can serve as Troop Guides to the New Scout Patrol with approval from the Scoutmaster and Troop Committee.

If the Patrol desires, they can plan and prepare for the high adventure activities. High adventure events require maturity and training, and can be physically challenging. These activities (typically one or two events per year) are in addition to regular Troop activities.

The High School patrol operates using the same guidelines as the other patrols. The number of participating boys will determine the number of active Patrols.

Although the High School Patrol operates their own program, they are still an active part of Troop 818. They will participate in openings, closings and in many cases regular Troop campouts and other activities. The Patrol Leaders will serve on the PLC the same as for the other patrols. The High School Patrol will also be responsible for programs just like all patrols.

Scouts Driving

As the age of a Scout increases, he becomes interested in driving himself to campouts. Scouts are not allowed to carry other Scouts as passengers in their vehicle during Troop activities. Even though they are traveling alone, the Scout's vehicle must be listed on the tour permit for the outing. A Scout interested in driving to an outing must 1) be registered on the Troop's Verification of Insurance, 2) submit a permission slip with their parent's permission for the Scout to drive, and 3) deposit keys with the Scoutmaster or ASM-in-charge upon arrival at the outing.

Communications

As in most organizations, communication is important so that everyone is informed of the news and events of the Troop. Information flows through several channels in Troop 818. Scouts are responsible for listening to instructions at meetings and remembering or recording them. A notebook and pencil will help them tremendously. The Troop 818 Activity Calendar lists most of the Scouting activities for the entire year. The bulletin board in the back of the Youth Fellowship Hall should keep Scouts and adults apprised of monthly events. The Troop 818 Newsletter is also published four to five times a year to share stories about Troop activities and plans for the future. The Troop website is also a source for current and historical Troop information, forms, pictures and activities. The website can be found at www.bsatroop818.com.

The Scoutmaster is responsible for informing the Senior Patrol Leader and adult staff. The Senior Patrol Leader is responsible for informing the Patrol Leaders and other youth. Patrol Leaders are responsible for informing their members about Troop events and special requirements, instruction or equipment needs. Scouts are responsible for transmitting messages to parents.

On occasion, the Scoutmaster, Troop Committee Chairman, or officers of the Troop Committee may need to inform parents directly.

From time to time, a Troop 818 Roster will be issued. Keep it with the family phone book. If your address, phone number, names, etc. should change, please notify the Troop Committee Secretary, Treasurer or Advancement Chairperson, and Troop Scribe.

If you have any questions that are not answered by this Guidebook or by other forms of communication or by the Scout Publications, direct your questions as follows:

1. Uniform Standards
 - a. Senior Patrol Leader
 - b. Junior Staff
2. Campout Information
 - a. Patrol Leader
 - b. Senior Patrol Leader
3. Advancement Information
 - a. Advancement Chairperson
4. Merit Badge Counseling
 - a. Merit Badge Officer
 - b. Advancement Chairman
5. Transportation
 - a. Transportation Officer
 - b. Committee Chairperson
 - c. Scoutmaster
6. Patrol Issue
 - a. Patrol Leader
 - b. Senior Patrol Leader
 - c. Assistant Scoutmaster
7. New Members
 - a. Scoutmaster
8. Assistance to the Troop
 - a. Committee Chairperson
 - b. Scoutmaster

Uniforms

BSA Troop 818 has several different uniforms known as Class A, Class B and Class C. the occasion is the major factor determining which uniform is correct to wear.

Uniforms may be purchased at either the Cimarron Council Office in Enid, Oklahoma or the Boy Scout Catalog. If you are making a special trip to buy items, it may be worth your time to call the Council Office to ensure that you are able to get everything in one trip. Also, the Council Office will accept phone orders with credit cards and will ship. Listed below and on the next page is a definition of each type of uniform:

Class A Uniform

The Class A is the main uniform for Boy Scouts. It is worn at all Scout meetings (some exceptions for fun nights), at all Scout ceremonies, whenever traveling with Troop 818, and for other designated occasions. The uniform consists of:

- * Boy Scout shirt (tan with **all appropriate patches**, see diagrams)
- * The 818, Quality (when available) patches are provided by the Troop. If these patches are lost, replacements can be purchased from the Troop.
- * Boy Scout shorts or long pants (green)
- * Boy Scout belt (green) or other Scouting belt, i.e., Philmont, Jamboree, etc.
- * Troop 818 coup thong
- * Merit Badge sash (for Court of Honor and other special occasions)
- * Boy Scout socks (green with red bands) when wearing shorts or sandals
- * Shoes or sandals with green socks.

Class B Uniform

The Class B is worn during campouts (but never to or from campouts), and on designated Scout activities. The uniform consists of many of the same pieces as above:

- * Troop 818 T-shirt (red, purchased from Troop)
- * Boy Scout pants/shorts or other dark shorts or jeans
- * Boy Scout belt
- * Boy Scout socks when wearing shorts
- * Shoes (suitable to the activity)

Class C Uniform

The Class C is not really a uniform, but the appropriate dress when participating in Scout activities when a uniform is not required. Here is what is expected:

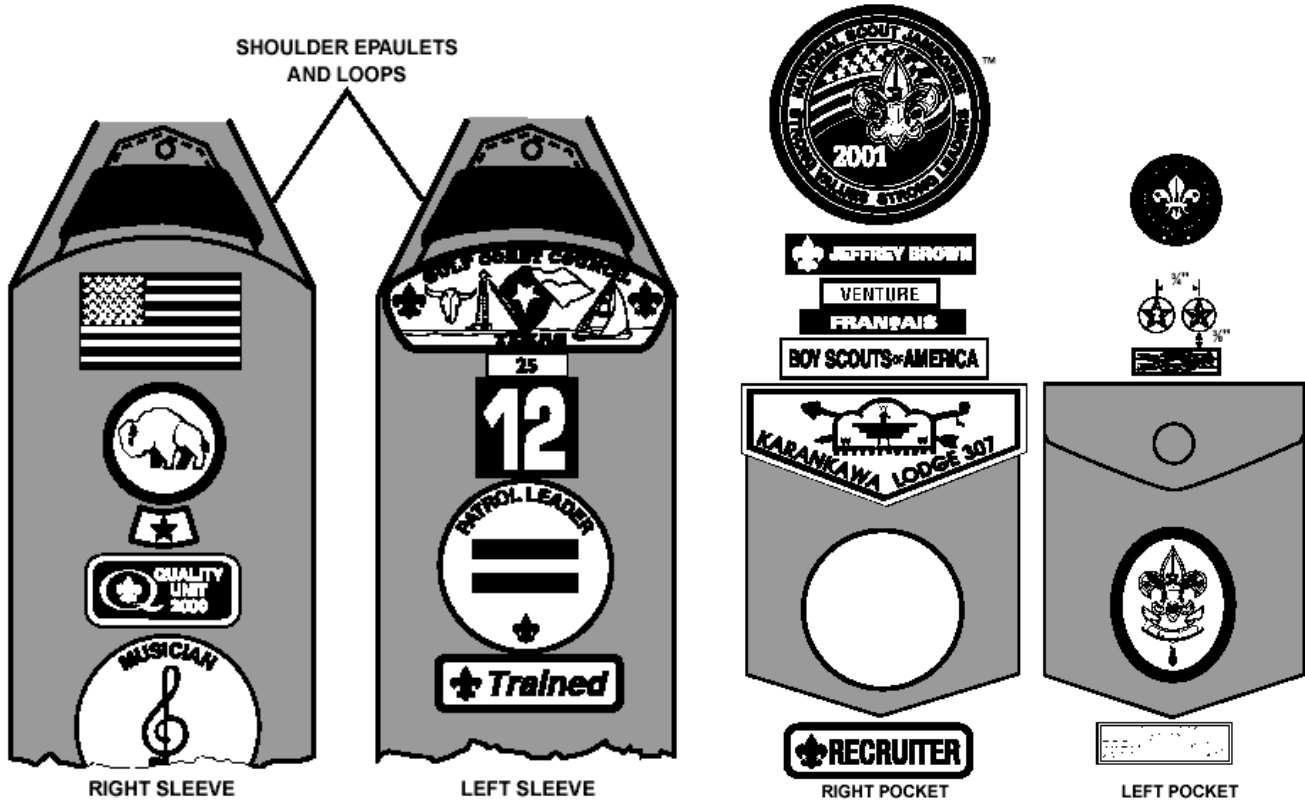
- * Scouting-related T-shirt (Summer Camp, Philmont, etc. or plain)
- * Shorts or jeans (plain)
- * Shoes (suitable to the activity)

Unacceptable wear includes any loud or brightly colored shorts or T-shirts with non-Scout slogans.

Although the initial investment in a full uniform can seem expensive, they are very rugged and will usually last until the Scout outgrows them. Keep growth in mind. As your son outgrows his uniform, please donate them to the Troop 818 uniform bank, for other Scouts to use. Likewise, as your son grows, he may be able to find uniform parts in the bank that he can use.

Troop 818 encourages every boy and adult staff member to wear his full uniform, proudly. It is a symbol that marks him as belonging to a select group of young men. The uniform tells the world what that Scout believes in and lives by. It and the person who wears it is respected in the community. We strongly endorse the wearing of the uniform.

If a Scout is unable to afford a uniform, his parent or guardian should contact the Troop Committee for assistance. Any requests to the Troop Committee will be kept in confidence.



Merit Badge Sash – When worn, merit badges are attached to the front (and back, if needed) of sash.

Shoulder Epaulets – Red shoulder loops identify Boy Scouting.

Left Sleeve – Council patches, unit numeral, and badge of office as shown above snug up, and touching each other. Badge of office is centered below and touches unit numeral. The veteran unit bar (25, 50, 55, 60, 65, 70, 75, 80 years) is positioned above and touching Troop numeral and in turn touching council patch. Den Chief cord is worn over the left shoulder and under epaulet.

Left Pocket – Service stars above the pocket. If a medal or embroidered knot for youth members is worn, service stars are raised. Embroidered square knots are worn centered above the pocket in rows of three. Not more than five medals may be worn, pinned centered above the pocket (extending over knots if both are worn). The wearing sequence for knots and medals is at the wearer's discretion and lead color is to the wearer's right. Badges of rank are worn centered on the pocket above the Arrow of Light. Flap Buttoned. The

World Crest is worn centered horizontally over the left pocket and vertically between the left shoulder seam and the top of the pocket.

Right Sleeve – U.S. Flag. Only the most recently earned Quality Unit Award may be worn below patrol emblem or below National Honor Patrol star. Musician badge, if in band or drum corps, is worn ½ inch below patrol emblem. Up to six merit badges may be worn on the long-sleeve shirt in two columns of three starting 3 inches above the bottom edge of the cuff.

Right Pocket – Jamboree Insignia (only one) worn above BSA strip. Order of the Arrow lodge insignia worn on pocket flap. Temporary insignia worn centered on the pocket. Flap buttoned. Nameplate, if worn, is centered above the BSA strip.

Camping Program

Troop 818 conducts a full program of camping activities, year-round.

Campouts are held approximately once a month (consult the current calendar for dates). They are usually held at popular campsites around Oklahoma.

Except for family campouts and special campouts, cooking is usually conducted using the “patrol method” as described earlier in this guide.

Campouts feature competitive events in Scout skills, campfires, camp-wide games, advancements, church services, special activities and tours, and mostly a lot of fun.

Campouts are held, rain or shine, hot or cold. A Scout should be prepared to adequately protect himself from the elements. He receives instruction in these methods by regularly attending Scout meetings. Campouts are only called off in the event of Oklahoma travel advisory or unsafe driving conditions. Part of the camping program is designed to teach young men how to deal with adversity, such as bad weather.

Campout Permission Slips

Permission slips are due at the start of the Monday meeting before the campout. All dues must be made current when the permission slip is turned in.

Campout Refunds

Troop 818’s policy on campout refunds is once food had been purchased, refunds are not available.

For Adult Leaders, the deadline for refunds are one week prior to the event unless otherwise notified.

Scholarships

Troop 818 assists Scouts who can not afford fees associated with outdoor activities. The Scout should contact the Scoutmaster in private to discuss available scholarship funding for the activity.

Camping Equipment

Consult the Boy Scout Handbook or Scout Field Book for complete information on appropriate equipment for most types of camping. Here are some guidelines about special Troop 818 requirements and rules.

Do's

- * Always bring a complete change of clothing (two in wet weather, preferably a fabric other than cotton).
- * Always bring several pairs of dry socks.
- * Boots-above-the-ankles are the preferred footwear. Cloth shoes border on unacceptable for camping. Open toe shoes or sandals are not acceptable.
- * Always bring a ground cloth, rain suit and work gloves.
- * Always bring a Boy Scout handbook, a notepad and pencil.
- * Always leave home with filled water bottle(s). You may not get a chance to fill your water bottle when you arrive at the campsite.
- * Always come prepared for the weather!
- * Always come prepared for fun!

Do Not's

- * Never bring radios, TVs, Gameboys, CD players, tape players, comic books, games, sodas, candy, or magazines other than Scout magazines.
- * Fixed-blade knives are not allowed in Troop 818 except for cooking, and must be left in the Scout's pack while not in use. Only Scouts qualified by the Scoutmaster may use axes.
- * Lighters are not permitted at any time.
- * Aerosol spray products are not permitted on any Troop activity.

Conditional's

Knives may only be carried and used by Scouts who have received a Totin' Chip. The Totin' Chip must be with the Scout in order to carry and use a knife.

If fire starting is required on a campout, matches will be used. Matches may only be carried and used by Scouts who have received a Firem'n Chit. The Firem'n Chit must be with the Scout in order to carry and use matches. No lighters are allowed in camp

Cameras are allowed, but at the Scout's risk.

Suggested Camping Gear

- * Small day-pack
- * Backpack with padded hip strap
- * Pack cover (waterproof nylon or large plastic bags)
- * Sleep Gear
- * Sleeping bag (20 degree) in waterproof bag lined with plastic bag
- * Closed cell foam sleeping pad
- * Small pillow (optional)
- * Tent – share with your partner
- * Waterproof ground cloth
- * Straps to hold sleeping bag, pad and tent on pack (not bungee cords)

- * Clothing (packed in plastic freezer bags)
- * Hiking boots (optional, well broken in)
- * Lightweight tennis shoes
- * 2 pair of wool socks
- * 2 pair of lighter inner socks (polypro)
- * 1 change of underwear
- * 1 pair hiking shorts (optional, depending on weather)
- * 1 long sleeve shirt (optional, depending on weather)
- * 2 Class B (Troop 818) short sleeve shirts
- * 1 sweater or sweatshirt (wool or polypro preferable; optional, depending upon weather)
- * 1 Class A uniform (Always worn while traveling to and returning from a campout)
- * 1 jacket (weight appropriate for the season)
- * 1 broad brimmed hat
- * 1 rain suit (ponchos not recommended)
- * Small hand towel
- * Eating utensils
- * Deep bowl
- * Cup
- * Spoon
- * Knife and fork (optional)
- * 2 plastic, wide-mouth water bottles (1 quart each)
- * Small pocketknife (when permitted)
- * Matches (when permitted)
- * 50 ft. 1/8 inch nylon cord
- * Flashlight (small with extra batteries)
- * Compass (liquid filled)
- * 2 bandanas or handkerchiefs
- * Whistle
- * Soap (camp suds)
- * Toothbrush/toothpaste (small tube)
- * Comb
- * Adhesive bandages/personal first aid kit
- * Sunscreen (at least 15 SPF) and don't forget to use it
- * Sunglasses (optional)
- * Watch (optional)
- * Insect repellent (optional)
- * Camera and film (optional)
- * Toilet paper

Troop Equipment

Troop 818 is fortunate to have a large inventory of backpacks, backpacking tents, as well as cooking utensils, stoves, rain flies, etc. It is the Scout's responsibility to take care of this equipment. Scouts checking out Troop equipment for personal use should make sure items are not left behind and properly prepared for storage (e.g. packed well, dried thoroughly, etc.). Troop equipment is checked out the Monday before a campout with preference given to the younger Scouts. A three-ring notebook is provided in the Scout Hut where the equipment is stored. A Scout interested in checking out equipment must sign the register in the presence of the Troop Quartermaster or his Patrol Quartermaster. Only backpacks can be taken home before the actual campout. All equipment should be returned no later than the Monday meeting following the activity. The Troop Quartermaster and Patrol Quartermaster will inspect the condition of all the checked-out equipment after campouts.

Rank Advancement

The Boy Scout advancement program provides a ladder of skills that the Scout climbs up at his own pace. As each Scout acquires these skills, they move up through the series of ranks, for which they are awarded badges: Tenderfoot, Second Class, First Class, Star, Life and Eagle. The higher the Scout climbs the more challenging his tasks.

Four Steps to Advancement

Step 1 – *The Scout Learns.* Every Scout learns Scouting skills by taking an active, hands-on part in Troop and Patrol meeting and outdoor programs. This learning is the natural outcome of regular Scouting activities.

The requirements are designed progressively so that when a scout reaches First Class rank, he is a good outdoorsman, physically fit, active in his patrol and Troop, informed and active as a citizen, and he will have made the Scout Oath and Law a part of his daily life.

It is each Scout's responsibility to himself to learn the advancement program. This can be done through discussions with his Patrol Leader, members of the Junior Staff or members of the adult staff. The Boy Scout Handbook is his best source of information, when other sources are not available.

It is the adult leader's responsibility to provide a means for the Scout to set and accomplish his goals.

It is the parent's responsibility to help your Scout organize his advancement effort, and to guide him (at least initially) in how to go about each step in working on badges.

The requirements for each rank can be found in the Boy Scout Handbook, which is the Scout's official record for advancement. Because it is the scout's official record, periodically you may wish to make a copy of the advancement pages in case the book is lost or damaged beyond use.

Step 2 – *The Scout is Tested.* When a Scout feels he has mastered or achieved any of the advancement requirements, he should contact a leader, Scout or adult. When a leader, Scout or adult, sees that the Scout has mastered a given skill and has satisfied a given requirement, they'll record his achievement.

Don't forget, as a Scout, it is your responsibility to make sure that a leader knows when you have met any requirement for advancement.

Step 3 – *The Scout is Reviewed.* Each of the six ranks in Scouting contains the requirement "participate in a Scoutmaster conference." The purpose of the 20-minute conference in **full Class A uniform** is to develop over a period of time an increased level

of understanding between the Scout and the Scoutmaster. Once this relationship is established and begins to grow, the Scoutmaster can be increasingly effective in helping the Scout get the most from Scouting.

When the Scout completes all but the last requirements for a rank, he will be ready to contact the Scoutmaster and ask for an appointment to meet with him for a “Scoutmaster conference.” The exception to this rule is for the ranks of Tenderfoot, Second and First Class. For these ranks, the Scout **must be reviewed** by one of the Assistant Scoutmasters assigned to his Patrol and his Scout book noted and dated.

Please be aware that two adults need to be in hearing range of all conferences between Scouts and adult leadership.

After the Scout has had his conference, he will then schedule a board of Review with the Advancement Chairperson. A board of Review will be held within two weeks, when possible, of the Scoutmaster conference. **Dues should be up to date before participating in a Board of Review.**

The board is composed of at least one adult member of the Troop Committee and other parents who have agreed to participate in boards of Review. The purpose is to make sure the Scout has met all requirements for rank advancement, to chat with the Scout about how he feels he is getting along with the Troop and its program, and to encourage the Scout to keep advancing.

Board of Reviews are held during the Committee Meetings on the third Thursday of each month, or more frequently as needed, during the regular Scout meeting time and may only be scheduled with the Advancement Chairperson after you have participated in the Scoutmaster conference. A Scout **must** be in full Class A uniform and have dues paid in full to participate in a Board of Review.

Step 4 – *The Scout is Recognized.* When the Board of Review certifies the Scout, he is awarded his new badge that evening, normally in a ceremony at the closing of the Troop meeting. He also is recognized again at the Troop’s next Court of Honor.

The Court of Honor is a formal ceremony generally held only two times a year. At that time all Scouts who have advanced since the last court will be recognized before an audience of families, friends, Troop leaders and fellow Scouts. Although the Scout will probably have already received his new badge at a regular Troop meeting, here is an opportunity for parents or guardians to be a part of the recognition. The Scout will receive the official advancement record card. The record cards are very important and should be saved. When a Scout is applying for the rank of Eagle Scout, having these official cards simplifies the process.

A Court of Honor is typically held in lieu of the regular Troop meeting, followed by refreshments and a time to chat with one another. Unless otherwise specified, these events are full Class A uniform with merit badge sash.

Service Hours for Advancement

Service hours are required for Scout Advancement. Service hours should benefit a community group and not an individual. Scouts should seek approval for non-Troop service projects before performing the service. Projects for which Scouts are receiving recognition or points for school or church will not be accepted.

Merit Badges

As chartered by the congress of the United States, the Boy Scouts of America is a movement dedicated to supplementing and enlarging the education of youth. The merit badge program, which provides opportunities to explore more than a hundred fields of skill and knowledge, plays a key role in the fulfillment of this educational commitment.

As a vital part of the advancement plan, the merit badge program is one of Scouting's basic character-building tools. Through participation in the program (which may begin immediately upon registration in a Troop), each Scout acquired the kind of self-confidence that comes only from overcoming obstacles to achieve a goal. Instruction is offered in everything from animal science and public speaking to swimming and communications, providing a Scout with invaluable career, physical, and interpersonal skills.

Each merit badge subject is outlined and explained in a pamphlet that contains short, introductory information written for Boy Scouts by recognized authorities. These pamphlets can be purchased from the Cimarron Council Headquarters, Enid, Oklahoma. Also, many of the pamphlets can be found in, and checked out of, the Troop's Merit Badge Library. Simply talk to the Troop Librarian during a meeting and, if available, he will check out the merit badge pamphlet you need. Please get these pamphlets back to the library as soon as possible since others may also have need to use them. **(If you have any old merit badge books which you no longer need, please donate them to the Troop so that other boys may use them).**

The parents and friends of the Troop who are knowledgeable of the various merit badge subjects should make themselves available to counsel the Scouts on particular merit badges. Registering your commitment with the Advancement Chairperson of the troop Committee may do this. The Advancement Chairperson will provide the instructions on how to go about counseling a merit badge, particularly the procedures required to make sure the Scout is approved to work on the badge, and that his progress is accounted for.

The merit badge program is designed to encourage boys to seek information from new people who are experts in their respective fields. A parent should not sign off on his or her son's merit badge requirements. If you are the only advisor for a merit badge that your son is interested in, contact the Advancement Chairman. Case by case arrangements will be made to handle each situation.

When a Scout shows an interest in earning a particular merit badge, he obtains his Scoutmaster's approval, and identifies another Scout with similar interests to become his partner. If a Scout can't find a partner, he must have an appropriate "buddy" to attend meetings with him (see next paragraph) and his merit badge counselor. The BSA Youth Protection Committee policy reads:

“A Scout must have a ‘buddy’ with him at each meeting with a merit badge counselor. A Scout’s ‘buddy’ could be another Scout, a parent or guardian, brother or sister, other relative or friend.”

For both the protection of the Scout and the adult, there should always be one other person present during a meeting.

Merit Badge Steps

The steps in the Merit Badge procedure are:

1. The Scout reviews the merit badge requirements and indicates his interest in a merit badge to his adult patrol advisor who gives him:
 - a. A filled-out and signed (by the Scoutmaster) Merit Badge Application (blue card) that tells the merit badge counselor that the Scout has permission to work on this badge.
 - b. The name, address, and phone number of the Merit Badge Counselor.
2. The Scout reads the latest edition of the merit badge pamphlet. Many of these may be obtained from the Troop 818 Library or purchased by the Scout himself.
3. The Scout then contacts the merit badge counselor and makes an appointment. The counselor will set up a date for a meeting with the Scout and will suggest that he should bring with him his merit badge pamphlet, his merit badge application, and projects that the Scout may have started and any other indication of preparedness.

At the first interview, which may be by telephone, the counselor and the Scout decide upon projects, short-term and long-term goals with dates of completion in mind and dates and time for future meetings.

The counselor will assist the Scout to meet the requirements and certifies when he has completed them. The number of counseling sessions depends on the difficulty of the subject and the preparation and ability of the Scout.

Upon successful completion of the merit badge requirements, the counselor completes the application and returns it to the Scout.

4. The Scout will then return the application to the Scoutmaster who signs off the merit badge application and turns in the appropriate section of the blue slip to the Advancement Chairman. The Advancement Chair then logs the Merit Badge Award on the Troop Advancement Report.

The Scout will be awarded the merit badge at the next Troop meeting, or as soon as is convenient, and the presentation of the Merit Badge Card is made at the next Court of Honor. Just as with advancement record cards, merit badge cards are very important and should be saved. Information from these cards is required for advancement to Star, Life and Eagle ranks.

Boy Scouts are always tested individually. The Scout is expected to meet the current requirements, neither more or less. Occasionally the question arises as to whether it is permissible to have Scouts earn merit badges in a group. Many subjects may be presented to groups of Scouts without defeating one of the purposes of the merit badge plan. Although the presentation of the material may be made to a group of Scouts, a qualified counselor must perform the examination for the merit badge on an individual basis.

Order of the Arrow

Dr. E. Urner Goodman and Carroll A. Edson founded the Order of the Arrow (OA) in 1915 at the Treasure Island Camp of the Philadelphia Council, Boy Scouts of America. It became an official program experiment in 1922 and was approved as part of the Scouting program in 1934. In 1948 the OA, recognized as the BSA's national brotherhood of honor campers, became an official part of the national camping program of the Boy Scouts of America.

The purpose of the Order of the Arrow is fourfold:

1. To recognize those Scout campers who best exemplify the Scout Oath and Law in their daily lives.
2. To develop and maintain camping traditions and spirit.
3. To promote Scout camping.
4. To crystallize the Scout habit of helpfulness into a life purpose of leadership in cheerful service to others.

To qualify, a Scout must be a registered member of a Boy Scout Troop and hold First Class rank. The Scout must have experienced fifteen days and nights of camping during the two-year period prior to his election. The fifteen days and nights must include six consecutive days (including five nights) of resident camping, approved and under the auspices and standards of the Boy Scouts of America. The balance of the camping must be overnight, weekend, or other short-term camps. Their fellow unit members, following Scoutmaster approval, elect Scouts to the Order.

After election, the candidate is "tapped out" at a formal Order of the Arrow ceremony. For Troop 818, this only occurs at the OA ceremony held in conjunction with the annual Summer Camps. Once the tap-out ceremony has been performed, the candidate has one year to present himself for "Candidate Ordeal" or lose his chance for membership.

The induction ceremony, called the Ordeal, is conducted at Scout camp and is the first step toward full membership. During the experience, candidates maintain complete silence, receive small amounts of food, work on camp improvement projects, and are required to sleep alone, apart from other campers, which teaches significant values.

After ten months of service and fulfilling certain requirements, a member may take part in the Brotherhood ceremony, which places further emphasis on the ideals of Scouting and the Order. Completion of this ceremony signifies full membership in the OA.

After two years of service as a Brotherhood member, and with the approval of the national Order of the Arrow Committee, a Scout may be recognized with the Vigil Honor for outstanding service to Scouting, his lodge, and the community. This honor is

bestowed by special selection and is limited to one person for every fifty members registered with the lodge each year.

Each Order of the Arrow lodge is granted a charter from the National Council, BSA, upon annual application by the local council. The OA lodge helps the local council provide a quality Scouting program through recognition of Scouting spirit and performance, youth leadership development, service, and enhanced membership tenure. The Capital Area council lodge is the Tonkawa Lodge.

Adult Scouters may also be tapped out and participate in the ordeal ceremonies. Each Troop is allowed to tap out one adult each year. The adult also has requirements to qualify. The adult must be a registered Scouter with the Troop. They must meet the same camping requirements that the Scouts meet. Each year, the Scoutmaster and the Committee Chairman select an adult that meets the above qualifications.

It is important for the Troop to have adult OA members. They provide the adult supervision required by Boy Scouts of America when the Troop's OA Scouts take part in OA functions.

Forms & Permission Slips

Parent Permission Slips

Each Troop 818 outing requires that the Scout present a Parent Permission Slip before he is allowed to participate. **There are no exceptions or exemptions to this rule!** We want you to know where your Scout is, how to contact him in an emergency, and when to expect his return. When you allow your Scout to join the Troop, you give your permission for him to do so by signing the “Parent Authorization” section of the Boy Scout Application form. Before each outing, every Scout is given a Permission and Waiver of responsibility form that has been filled out with information you would need in the event of an emergency. We ask that you detail any medical restrictions on the form itself when you sign it. It is vital that this information is updated for each outing as conditions and medication may change over a period of time and the Adult Advisor in charge of the outing must know what the current condition of a Scout is. The form is constructed so that you may detach the top portion for your information and the Scout will have the bottom portion properly filled out and signed, for presentation before leaving on the Troop outing. Occasionally, a special form is used when the outing requires unique treatment. If a Scout wishes to attend a Troop 818 outing and does not have a permission slip, it is his responsibility to obtain one and get it properly filled out, signed and have it ready to present before leaving on the outing.

Medical Forms

The BSA requires that each Scout have some type of medical form containing fairly up to date medical information. There are three types:

Class I – This form is on the back of the Boy Scout Application that is filled out by the parent when a boy joins the troop or when the Troop’s annual re-charter takes place. It is sufficient for the Scout to engage in normal Troop meeting activities and, when supplemented by the information added by the currently signed parent permission slip, is adequate for the Scout to attend normal Troop outings.

Class II – This form is required for prolonged and more arduous activities, i.e. summer camp and Troop hikes. It is good for three years after being filled out by the Scout’s parent or guardian and by a physician.

Class III – This form is required for any high adventure activity and must be filled out by a physician once each year, preferably no sooner than three months before a high adventure activity. This form is also required for all adults participating in Summer Camps and High Adventures.

Troop Insurance

The Troop 818 insurance policy for all of its members is renewed each year at re-charter time. It automatically covers any boy who transfers into our Troop or any new members when they are properly registered with the Cimarron Council office during the course of the year. More information on Troop insurance may be obtained from the Scout office, the Scoutmaster or Committee Chairperson.

Personal Conduct

Each Scout is expected to conduct himself by the code of conduct contained in the principles of the Scout Oath and the Scout Law both in their everyday lives and on Troop outings.

Conduct, which willfully or wantonly endangers the Scout or other Troop members, can not and will not be tolerated. Neither can purposeful misuse of other Scout's or Troop's equipment.

Volunteers often provide transportation to and from Scouting events. Scouts are required to wear a safety belt whenever the vehicle is moving and must behave properly so as not to distract the driver. Due to the wear and tear on personal vehicles, Scouts participating in an activity may be asked to make a contribution to volunteer drivers.

A Scout who does not follow these guidelines may be sent home from the outing or may not be permitted to join in the next event he wishes to attend.

Fighting

Hitting and "horseplay" can escalate into fist fights. Scouts caught hitting another Scout will be suspended for one month from the Troop for the first incident. If it recurs, the Scout would be expelled from the Troop. Scouting is a privilege and promotes leadership and responsibility.

Attendance at Outdoor Activities

Late arrivals to campouts sometimes create problems with the buddy or tent partner system. However, the Troop will still support a Scout's participation in other activities, *e.g.* sports, to permit involvement with camps. It is important that arrival and departure from an outdoor activity is cleared in advance with the Scoutmaster or Assistant Scoutmaster in charge.

All Scouts need to return to the Scout Hut at the conclusion of an outing. This is to ensure that the equipment is put away properly and that everyone does their fair share of the work.