CO-OP CAMP 2024: LOOK TO THE STARS

JOIN US AT CAMP MANITOU, SEPT. 27-29, 2024

Offer Of Service
REGISTRATION INFORMATION

Co-op Camp will be held from September 27-29, 2024 at Camp Manitou (the Scout Camp is located on Twiss Road west of Milton). All Venturer, Rover & Ranger groups (participants must be aged 14-25 years) planning to attend this camp must complete the registration spreadsheet/form, and send it to registrar@coopcamp.org along with the Registration fee at coopcamp.org (select PAYMENTS under REGISTRATION) or deliver them to --- Coop Camp, c/o Leanne Succo, Co-op Registrar, 38 Lasby Lane, Halton Hills, ON, Canada, L7J 2W9 --- **by Friday, September 20, 2024**.

There is an "All **Offer Of Service** staff" meeting held at camp on the Friday night; **ALL** O.O.S must attend.

NOTE: Guiding units must also complete all required Safe Guiding and submit them and receive approval prior to the camp weekend.

REGISTRATION & FEES MAY NOT BE ACCEPTED AFTER FRI. SEPT. 20 AND WILL NOT BE ACCEPTED AT CAMP

Please Note:

- Those registered for Offers of Service (*youth & leaders*) will assist in staffing the Scouting & Guiding events, camp maintenance, cleanup, construction and other services required to run the weekend.
- All Leaders/Advisors will be required to help in running/staffing events.
- We ask that all O.O.S. staff please carry a water bottle and come prepared for rain or shine with work gloves and clothes that can get dirty as some duties and activities involve handling of materials that can be messy.
- For each Ranger Unit and Venturer Company, Guider(s)/Scouter(s) must be at camp at all times during the weekend.

Registration:

- Cost for Venturers/Rangers as "Offer of Service" is **$30.00 + HST ($3.90) per person**
- Registration fees can be paid at coopcamp.org (select PAYMENTS under REGISTRATION) or by cheque payable to "Scouts Canada - Co-op Camp". Guiding units may use your Unit's Visa for payment.
- As we must limit the camp to no more than 1000 campers, registration is on a first come first served basis so register early!
- Please note that refunds *cannot* be made after Fri. Sept. 20, 2024; there is a $25 + HST late fee for registrations (spreadsheet and/or fees) received after Fri. Sept 20 and will not be accepted after Wed. Sept. 25 (6pm).
- Sorry but NO registrations or fees will be accepted at the camp.
- Each camper must be a member in good standing in either Scouting or Guiding. We now require:
  - each camper's membership number (from Myscouts (Scouting) or IMIS (Guiding)).
  - also, we require each camper's birth date.
- If at the last moment you have someone sick, you may substitute another youth in his/her place. Substitutions that do not alter your total head count can be made at the camp providing the proper substitution form. If someone is not attending and is not being replaced with a substitute, they must be entered on the Substitution Form with the word 'Cancel' in the Name "To Be Deleted / Cancelled" section Notes column. No refund will be made.
- We have a limited supply of picnic tables therefore the maximum you may use from the camp is one table per site and they are **first come, first serve**. We suggest you bring your own table(s). There is a link on the Co-op website that will show you how to build your own picnic table. See coopcamp.org/camp-table-plans/ (*A great project for your group!*)
- *Please be aware that the number of persons registered determines your campsite size.*

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CO-OP CAMP RADIO:

- We'll try to move you through the Camp Manitou laneways & parking areas as quick as possible. On your way to camp take advantage of the camp radio station set up to provide you lots of info about the camp schedule and activities. **TUNE INTO AT 90.1 ON THE DIAL**

CAMP ARRIVAL:

- For those Unit/Section Leaders who wish to drop off their Unit/Section gear in advance of the camp, the gates will be open from 12 noon until 4:00 p.m. on Friday. Once you enter, please locate a Co-op Staff member at Camp Manitou in order to find your campsite.
- We are also looking for O.O.S. to assist in the management of parking. Those group(s) that can help with parking are welcome to arrive during the afternoon. We would ask that you please indicate this on your registration spreadsheet (Group Notes).
- Guiders may be asked to produce their approved Safe Guide confirmation at registration.
- Registration is open from 6:00 p.m. until 9:00 p.m. – at the Blue Shelter near *the Picnic Shelter*
  - Late arrivals are required to check in at Rotary Lodge
- For safety reasons, no units/sections youth will be allowed at your campsite until registration opens at 6:00 p.m. and unit/section advisors must be checked in at registration and be at their campsite, before youth may proceed to their site.
- We allow 2 vehicles (per group) carrying gear to proceed directly to their site. Please unload and return vehicles(s) to the parking lot as soon as possible.
- Do not hand in Health Forms at Registration. You may be required to acknowledge that you are in possession of a completed form for each person attending camp.
- Group leaders may also be required to acknowledge that they hold a completed photo release form for the group members attending camp.

UNIFORMS:

- We ask that during arrival, departure, closing ceremonies and at Guide/Scout Own all persons will wear official uniforms. This can be either the formal uniform or recognized camp uniform. *Members of Guiding are reminded that Guiding regulations require that camp hats must be worn.*

SAFETY:

- Fire regulations require at least one properly charged fire extinguisher (5lb. chemical) must be at each site.
- Each group campsite must have a first aid kit available to handle minor problems that may arise.
- Co-op Camp First Aid Staff/MedVents will be available to treat any major emergencies or problem and will be centralized beside Rotary Lodge. *Please don't hesitate to ask for help.*
- It is the Unit/Section leader's responsibility to look after their unit's heath forms. In the event of an emergency, the leader-in-charge will have to produce the health form and health cards for their youth at the hospital.
- Health forms may be downloaded/printed from your Scouting or Guiding website. ***BE PREPARED!***
- Use dog augers (or equivalent) for securing your dining shelters to avoid any 'runaway' structures due to high winds.

NOTE:

- Hospitals require a current Health Card be shown prior to treatment. Availability of Health Cards is the responsibility of the Unit/Section`s Leader In Charge.
- GUIDING – Safe Guiding must be submitted to Guiding prior to camp. Sample Safe Guiding information is provided *at* coopcamp.org/registration/. Guiding Units are to complete their own Safe Guiding.

VISITORS:

- With everything that is going on at camp, we ask that all visitors sign the check-in book at Rotary Lodge before proceeding into the camp. When you depart, be sure to check out as well.

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Offer Of Service Camp Schedule

Friday

12:00 – 4:00 pm	For those groups who wish to drop off their Unit/Section gear in advance; the gates will be open from 12 noon until 4:00 p.m. on Friday. Once you enter please locate a Co-op Staff member in order to find your campsite.
6:00 – 9:00 p.m.	Registration is at Blue Shelter near the Picnic Shelter *Loaded vehicles, (2/Group) can go to your campsite and unload; return vehicle(s) to parking lot*
10:30 p.m.	All Venturers/Rovers/Rangers/Scouters/Guiders O.O.S. **-** Meeting at Picnic Shelter **All O.O.S. must attend**
Midnight	Curfew – all campers & staff to be on site, lights out, and quiet

Saturday

6:30 a.m.	Wake-up
6:30 – 8:30 a.m.	Breakfast and cleanup (groups supply)
8:30 – 9:45 a.m.	O.O.S. staff head to assigned program station **Bring a water bottle and be dressed for work!**
9:45 – 12:00 noon	Morning Scout/Guide/Pathfinder activities (3 rotations)
12:00 – 1:30 p.m.	Unit/Section lunch & clean-up (groups supply)
1:30 – 3:45 p.m.	Afternoon Scout/Guide/Pathfinder Activities (3 rotations)
3:45 – 4:30 p.m.	Activity take down & cleanup
4:00 – 5:00 p.m.	Badge Trading, center of Camp Field
4:30 – 8:00 p.m.	Free time, dinner and cleanup (groups supply)
8:00 – 11:00 p.m.	Movie(s) at *McLaughlin Lodge*
8:00 – 11:00 p.m.	Informal campfire at main campfire pit between Picnic Shelter and McLaughlin Lodge
8:00 – 11:00 p.m.	Dance at Picnic/Dance Shelter (may start between 7:30pm and 8:00pm)
11:00 p.m.	Evening clean-up – garbage duty at movie, campfire and dance
11:00 p.m.	Mug-Up (groups supply)
Midnight	Curfew – all O.O.S. staff to be on site, and quiet

Sunday

7:00 a.m.	Wake-up
7:00 – 10:00 a.m.	Breakfast and clean-up (groups supply)
9:30 – 9:45 a.m.	Leaders can bring 1 vehicle onto site per campsite
10:00 – 10:10 a.m.	Guide/Scout Own at Rotary field – **FULL UNIFORM, All attend**
10:10 – 10:45 a.m.	Closing horseshoe, awards, etc.
10:45 a.m.	Back to site
11:00 – 12:30 p.m.	Site Inspection and checkout at Blue Shelter near Picnic Shelter
1:00 p.m.	Everyone has gone home.

Good Guiding, Good Scouting

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FRIDAY

KARAOKE:

Place: Picnic Shelter **Time:** 8:00 - 10:15 p.m.

- Open to any Troop / Unit. Maximum of 6 participants at a time
- To *sing*, review the Song List & submit a request to the Leader in Charge
- Unfortunately, only about 20-30 requests will be accepted due to time limits. *First come, first serve.*
- Please ensure that all participants want to do it and are up to it. (*That way we keep the songs rolling and let more people get up to sing!*)
- Listen for your 'Group' to be called up. Come to the Leader in Charge when called to get ready.

CAMPFIRE:

Place: Campfire Pit by McLaughlin Lodge. **Time:** 8:30 - 10:00 p.m.

- Bring your own Stories and/or Marshmallows.

QUIZ & JELLYBEAN GUESS:

Place: **Quiz** - In your Registration Package you receive at camp.
Jellybean guess – The jar is on Rotary Lodge Deck to submit your entry
Time: Open until 5:00 p.m. Saturday.

- Guess how many beans are in the jar.
- Each youth can make their guess on the deck at Rotary Lodge until 5:00 p.m. Saturday.
- Winners will be announced at Closing Ceremonies.

SATURDAY

DANCE:

Place: Picnic/Dance Shelter **Time:** 8:00 – 11:00 p.m. (may start between 7:30-8:00)

After the dance, OOS are requested to help clean the dance area, field and McLaughlin Lodge of garbage

Suggestions:

- At the dance, make song suggestions to the D.J.
- We unfortunately cannot guarantee all songs will get chosen, or that any particular song will be available. Requests are first come, first serve.
- We will not accept requests for songs with unacceptable language or content (*This is a Scouting/Guiding event)*

MOVIE(S):

Place: McLaughlin Lodge **Time:** 8:00 – 11:00 p.m.

- Popcorn & Refreshment tickets (provided in your Registration package) can be redeemed outside McLaughlin Lodge.

FRIDAY/SATURDAY

T-SHIRT SCREENING:

Place: Next to the Pump house, by main firepit

Drop Off Time: Friday 7:00 p.m. – 8:00 p.m. or Saturday during free time until about 1:30 p.m.

Pick Up Time: Saturday 3:30 – 6:00 p.m.

- We will be offering T-Shirt screening.
  Units, bring light-coloured **pre-washed** T-shirts to camp with your unit number/name written on the label of **each** shirt

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CAMP RULES CO-OP

1. The Registration deadline is Friday, September 20, 2024. Registration spreadsheets/forms/fees received after that and before Wed. Sept. 25, 2023 (6pm) are subject to a $25 + HST late fee. We will not accept spreadsheets/forms/fees at camp.
2. Registration spreadsheet must list every person attending camp. A completed and signed Health Form is necessary for all staff, leaders and campers attending/registering for Co-Op Camp, but it is the responsibility of the Leader in Charge to handle the Health Forms for their Unit/Section. You may be required to submit your Health Forms when you arrive at camp.
3. Guiding units may need to produce their Safe Guiding approvals at registration.
4. No units/sections youth will be allowed on site until registration opens at 6:00 p.m. and **advisors have checked in at registration**. Vehicles (2 per group), carrying troop gear, can proceed directly to site (after 6:00 p.m.).
5. O.O.S. are from 14 – 25 years of age. Venturers, Rovers or Rangers are registered as OOS unless they are Unit/Troop leader(s)
6. All O.O.S. must participate in their assigned Offer of Service duties. All advisors will also be assigned roles during Saturday morning/afternoon, as either team leaders with youth activity teams, or other positions requiring assistance.
7. For safety reasons NO ONE is to be on the campsites during the Saturday Activities (9:45 – 12:00 noon and 1:30 – 3:45 p.m.). No playing wide area games in Camp Field (including football, baseball and frisbee).
8. Leaders are responsible for the conduct of their campers and leaders must ALWAYS be prepared to help supervise.
9. All sites MUST have a **PROPERLY CHARGED** Fire Extinguisher (5lb. chemical). *Safety first!*
10. No open fires will be allowed on campsites.
11. Heating units, lanterns and butane appliances (including curling irons) are not to be used in the sleeping tents.
12. No sheathe knives will be allowed. Pocket knives with folding blades of less than 3 1/2 inches only. (*We're not wilderness camping; youth won't need them, and they are a hazard during activities.*)
13. No electronic devices, 2-way radios, TV's, etc. This includes leaders. **Since the Camp staff are on radios, we ask that units do not bring or use two-way radios.** Personal cell phones are allowed but should only be used for required communications and/or taking pictures.
14. Due to a few previous problems and injuries, NO CHEMICAL BASED Glow Stick items are permitted.
15. NO ALCOHOL and NO non-prescription DRUG consumption is permitted at camp - including Cannabis.
16. No vehicles are to be left on site. This includes bicycles. Vehicles are to be left in the parking lot or designated parking area. Please leave some identification on the dashboard of your vehicles, unit name, and owner name. *Just in case we need to get hold of you.* Cargo trailers are allowed; let us know when registering if you will have a cargo trailer on site.
17. DRESS CODE – Leaders are to ensure that all campers are dressed appropriately when uniform is not required. Socks and shoes are always to be worn. No tank tops or bare shoulders. All Guiding units require camp hats.
18. All groups will break camp after Closing and no one will be permitted to break camp early. This helps to keep the site inspections organized and efficient.
19. Crests will be issued when the Group has handed in their completed Evaluation Form to Staff at the Blue Shelter near the picnic shelter. The site inspection form must be signed by a member of the Security team.
20. SMOKING – There will be NO SMOKING inside any of the buildings or tents at camp. This includes Lodges, Dance/Event shelters/marques, or sleeping/washrooms/cooking structures. *Please try to set a good example for our youth and refrain from smoking in front of them.*
21. All campers/leaders/youth arriving and/or departing from camp at any time during the weekend must check in and out with Security at Rotary Lodge.
22. For each unit/section, the required and appropriate leader to youth ratio must be followed. For each Ranger Units and Venturer Companies, a Guider/Scouter must always be at camp during the weekend.
23. Site inspections (also called Tidy Camper) are held during the Saturday activities. Tidy Camper Awards are handed during closing, to the best Scouting Section, best Guiding/Pathfinder Unit, and best OOS Section/Unit. If your Section/Unit does not want to participate in this, please indicate on your registration spreadsheet, on the Group field, that your section/unit wishes to "Opt Out of the Tidy Camper Awards".

IT IS EXPECTED THAT ALL GUIDE & SCOUT LAWS WILL BE FOLLOWED AT CAMP, THANK YOU!

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EMERGENCY NUMBERS

Facility: Camp Manitou Scout Camp
7484 Twiss Rd.
Milton
L9T 1A1 (West of Milton)

From the QEW, take the Guelph Line north to Derry Rd., go west to Twiss Rd. and then north to the camp.
Ranger Cabin # 905-878-2293 (for emergency use only)
http://campmanitou.scouter.ca

Local Hospitals:

Milton District Hospital (Halton Healthcare Services)
7030 Derry Road East
Milton, ON
L9T 7H6
905-878-2383
Emergency 911

Joseph Brant Memorial Hospital
1230 North Shore Blvd.
Burlington, ON
L7R 4C4
905-632-3730
Emergency 911

Police:

Emergency 911

Fire:

Emergency 911

CO-OP CAMP 2024:
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Registration for CO-OP Camp 2024
For Offer Of Service (Venturers/Rovers/Rangers)

Group Number & Name: _____

Leader in Charge: _____

Address: _____

Telephone Number: _____

Email Address: _____

Number of participating youth members _____ x $33.90 (includes HST) = $ _____

Number of participating leaders _____ x $33.90 (includes HST) = $ _____

Plus, Late charge (if after Sept. 20) + $28.25 (includes HST) = $ _____

TOTAL AMOUNT DUE **$** _____

*Payable *** to "SCOUTS CANADA/CO-OP CAMP"*

Mail/deliver to: Coop Camp, c/o Leanne Succo, Co-op Registrar,
38 Lasby Lane, Halton Hills, ON, Canada, L7J 2W9

Number of tents on site: _____

Approx. time of arrival: _____

Please Note:
After September 20, 2024, no refunds are permitted.

Scouting/Guiding Insurance will not cover campers who are not 10 years old in the year of the camp (i.e. youth must be 10 years old by Dec 31st).

*** Online registration and payment is available.

Make your payment online at coopcamp.org (select PAYMENTS under REGISTRATION) AND send your completed Registration spreadsheet available at coopcamp.org/registration/ to registrar@coopcamp.org (Same deadline).

Please indicate your online payment "Order ID" on your registration spreadsheet.

Order ID: _____

CO-OP Camp 2024: Under the Big Top

Registration deadline: Friday September 20, 2024

Use our Registration Spreadsheet at coopcamp.org/registration/

Note: Can be used with Microsoft Excel or Google Sheets

SUBSTITUTION FORM - CO-OP Camp 2024: Under the Big Top

Unit / Troop: _____ **Contact Name:** _____

Phone: _____ **E-Mail:** _____

Names To Be Deleted/Cancelled

Pos	Last Name	First Name	Notes

Names To Be Added

Pos	Last Name	First Name	M/F	Birthday	Emergency Contact	Phone	Medical Info
				ccyy/mm/dd	Last / First	###-###-####	
				ccyy/mm/dd	Last / First	###-###-####	
				ccyy/mm/dd	Last / First	###-###-####	
				ccyy/mm/dd	Last / First	###-###-####	

Instructions:	After September 20, 2024, no refunds are permitted. If Member is not going to attend and there is no substitution, print 'Cancel' in the Names To Be Deleted / Cancelled section Notes column.
Position:	GL=Guide Leader, PL=Pathfinder Leader, RL=Ranger Leader, SL=Scout Leader, VA=Venturer Advisor, ROA=Rover Advisor G=Guide, P=Pathfinder, R=Ranger, S=Scout, V=Venturer, RO=Rover, VGA=Volunteer, VGC=Leaders Child.