

Leatherstocking Council Unit Activity Plan

Date _____ Unit Type _____

Unit No. _____ Chartered organization _____

District _____

Description of tour or activity _____

From (city and state) _____ to _____

Dates _____ to _____ Total days _____

Type of trip: Day trip Short-term camp (less than 72 hours) Other (OA Weekend, etc.) _____

Long-term camp (longer than 72 hours) High-adventure activities High-adventure base _____

Party will consist of (number): ____ Youth—male ____ Youth—female ____ Adults—male ____ Adults—female	Party will travel by (check all that apply): Car Bus Train Plane Van Boat Other _____
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Two registered adult leaders 21 years of age or over are required at all Scouting activities, including all meetings. There must be a registered female adult leader 21 years of age or over in every unit serving females. A registered female adult leader 21 years of age or over must be present for any activity involving female youth or female adult program participants.

Notwithstanding the minimum leader requirements, age and program-appropriate supervision must always be provided. Leatherstocking Council requires Youth Protection training to be current and renewed every year.

All adults staying overnight in connection with a Scouting activity must be currently registered as an adult volunteer or an adult program participant. Adult volunteers must register in the position(s) they are serving in. Registration as a merit badge counselor position does not meet this requirement. See FAQ for list of approved adult registration fee required positions. Limited exception below for Cub Scout overnight Programs.

Cub Scout Programs – Overnight Exception: Cub Scout parents or legal guardians taking part in an overnight Cub Scout program with their own child or legal ward are not required to register as leaders. All adults must review the “How to Protect your Children from Child Abuse: A Parent’s Guide” that can be found in the front of each Cub Scout Handbook. In addition, the parent or legal guardian must be accompanied by a registered leader at any time they are with youth members other than their own child/ward. All other overnight adults must be currently registered in an adult fee required position.

Primary Leader Name _____ Age _____ BSA Position _____

Address _____ Member No. _____

City _____ State _____ Zip code _____

Phone _____ Email _____ Youth Protection training date _____

Assistant adult leader name(s) (minimum age 18, or 21 for Venturing crews):

Name _____ Age _____ Scouting position _____

Address _____ Member No. _____

City _____ State _____ Zip code _____

Phone _____ Email _____ Youth Protection training date _____

Attach a list with additional names and information as outlined above.

Our travel equipment will include a first-aid kit and a roadside emergency kit.

The group will have in possession an **Annual Health and Medical Record** for every participant. We certify that appropriate planning has been conducted using the **S.A.F.E Checklist**, qualified and trained supervision is in place, **permissions** are secured, health records have been reviewed, and adult leaders have read and are in possession of a current copy of **Guide to Safe Scouting** and other appropriate resources. Any items needing attention will be resolved before the tour or activity date.

Signature: Committee chair or chartered organization representative

Signature: Adult leader

Unit single point of contact (not on tour)

Name _____ Phone _____ Email _____

Please read Activity Standards and fill in required information.

Activity: Swimming Boating Climbing Orientation flights (attach **Flying Plan** required)
 Wilderness or backcountry (must carry **Wilderness Use Policy** and follow principles of **Leave No Trace**)
 Shooting Other (specify) _____

Activity Standards:

At least one adult on a pack overnighiter must have completed Basic Adult Leader Outdoor Orientation (BALOO). At least one adult must have completed Planning and Preparing for Hazardous Weather training for all tours and activities.

Where swimming or boating is included in the program, **Safe Swim Defense** and/or **Safety Afloat** are be followed.

If climbing/rappelling is included, then Climb On Safety must be followed. At least one person must be current in CPR/AED from any recognized agency to meet Safety Afloat at and Climb On Safety guidelines.

Trek Safely and Basic First Aid are recommended for all tours, and Wilderness First Aid is recommended for all backcountry tours.

Expiration date of commitment card/training (two years from completion date)							
Name	Age	Youth Protection	Planning and Preparing for Hazardous Weather	BALOO (no expiration)	Climb On Safety	Safe Swim Defense	Safety Afloat
Name	Age	CPR Certification/Agency		CPR Expiration Date	First-Aid Certification/Agency		First Aid Expiration Date
Name	Age	NRA Instructor and/or RSO					
		No. _____	<input type="checkbox"/> Rifle <input type="checkbox"/> Shotgun <input type="checkbox"/> Pistol (Venturing only) <input type="checkbox"/> Range Safety Officer <input type="checkbox"/> Muzzle-loading rifle <input type="checkbox"/> Muzzle-loading shotgun				
		No. _____	<input type="checkbox"/> Rifle <input type="checkbox"/> Shotgun <input type="checkbox"/> Pistol (Venturing only) <input type="checkbox"/> Range Safety Officer <input type="checkbox"/> Muzzle-loading Rifle <input type="checkbox"/> Muzzle-loading shotgun				

Unauthorized and Restricted Activities: The BSA’s general liability insurance policy provides coverage for bodily injury or property damage that arises out of an official Scouting activity as defined by the **Guide to Safe Scouting**. Volunteers, units, chartered organizations, and local councils that engage in unauthorized activities are jeopardizing their insurance coverage. PLEASE DO NOT PUT YOURSELF AT RISK.

INSURANCE

All vehicles MUST be covered by a liability and property damage insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed and comply with or exceed the requirements of the country of destination for travel outside the United States. It is recommended, however, that coverage limits are a \$100,000 combined single limit. Any vehicle designed to carry 10 or more passengers is required to have a \$500,000 combined single limit. In the case of rented vehicles, the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage carried by the owner of the rented vehicle.

If the vehicle to be used is designed to carry more than 15 people (including the driver), the driver must have a valid commercial driver’s license (CDL). In some states (California, for example), this policy applies to drivers of vehicles designed to carry 10 or more people.

All vehicles used in travel outside the United States must carry a public liability and property damage liability insurance policy that complies with or exceeds the requirements of that country. Attach an additional page if more space is required.