

# ***PAUL R. CHRISTEN NATIONAL HIGH***

## ***ADVENTURE BASE***



## ***2018 COUNCIL & UNIT PLANNING***

### ***GUIDE***

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## **WELCOME TO THE PAUL R. CHRISTEN HIGH ADVENTURE BASE**

Thank you for selecting The Summit Bechtel Reserve's Paul R. Christen National High Adventure Base as your High Adventure destination for 2018! We are excited to host you this upcoming summer and hope you are excited to experience the adventure that The Summit has to offer.

The Summit encourages participants to grow in competence, confidence, caring and awareness by providing experiences that require participants to move out of their comfort zones and "stretch" themselves. The Paul R. Christen High National Adventure Base uses extreme sports to help everyone find their personal "stretch" zone.

This guide is designed to help council and chartered unit contingents plan a successful trip to The Summit. It is important that each Adult Crew Advisor become familiar with every aspect of the trip and to share this information with participants and their parents.

### **This guide is intended to be shared with all Scouts, Venturers, Leaders and Parents.**

Please read this guide carefully as you will find many answers to your questions. If you have further questions that you don't see the answers to, please e-mail us at: [summit.program@scouting.org](mailto:summit.program@scouting.org). We can't wait to serve your group this summer at The Summit's Paul R. Christen National High Adventure Base!

Sincerely,



David Kopsa  
Director, Paul R. Christen High Adventure Base at The Summit  
[David.Kopsa@Scouting.org](mailto:David.Kopsa@Scouting.org)  
304-465-2800

## **CONTACT US**

### **Mailing Address**

Summit Bechtel Reserve  
2550 Jack Furst Drive  
Glen Jean, WV 25846

**Main Phone Number: (304) 465-2800**

**Website:** [www.SummitBSA.org](http://www.SummitBSA.org)

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## **SUMMIT CORE VALUES**

The Summit Bechtel Reserve is home to the Paul R. Christen National High Adventure Base, The James C. Justice National Scout Camp and the John D. Tickle National Training and Leadership Center. These are three distinct operations but throughout these various experiences participants will be exposed to a set of core values important to The Summit, Scouting and Life.

### **ADVENTURE**

Adventure lies in the new, the unknown and the challenging. The wide variety of activities available at The Summit in our adventure areas, Action Point and the neighboring New River Gorge will provide the chance for all participants to do something they have never done before. The facilities at The Summit were designed to meet many different ability and experience levels.

### **SERVICE**

“A Scout is Helpful.” As with all the BSA National High Adventure Bases each crew will spend part of one of their days at The Summit in cheerful service on a conservation/service project on The Summit site, the New River Gorge or a nearby community. Review the Service project section on [page 12](#) for more details on the service project program. Remember, with recreation comes responsibility.

### **SUSTAINABILITY**

Sustainability describes a way of planning and operating that balances environmental stewardship, economics and educates people to ensure that what you do today can be sustained into the future. The Summit Sustainability Award program includes the Sustainability Tree house, a self-contained structure demonstrating sustainable practices located near Action Point. The Award program also involves discussion topics and other requirements for the crew to complete. Those that complete the program will be able to purchase an award patch at The Summit’s Trading Post. (See [Appendix 11](#) for details on The Summit Sustainability Award.)

### **LEADERSHIP**

Each crew will operate under the direction of a Youth Crew Leader assisted by the Chaplain’s Aid and Outdoor Ethics Guide. Adult advisors are here to guide and help but not to lead the group. Keep in mind that leadership is more than just having a specific position or title. All participants will get the chance to improve their leadership skills. Summit programs and activities are designed to foster the development of important leadership characteristics for all participants: self-confidence, sound decision-making skills and a commitment to living the ideals of Scouting.

## THE PROGRAMS OF THE PAUL R. CHRISTEN HIGH ADVENTURE BASE

### 2018 PROGRAM DESCRIPTIONS

All prices include food, program equipment use and camping in tents and cots provided by The Summit. Final schedules may vary from sample schedules outlined below.

### MINIMUM PROGRAM REGISTRATION REQUIREMENTS

All program tracks must have a minimum of 6 participants registered in a week for The Summit to operate that specific program track. This goes for all programs, The Summit Experience, The Focused Programs and the provisional programs. If the minimum of 6 is not met by April 1<sup>st</sup> of 2018 we will contact participants to select a different program track.

### SUMMIT EXPERIENCE

**\$779.00 per person**

This is a broad interest high adventure program for participants that want to try everything. Spend a half day at each of The Summit's adventure sports venues – The Canopy, The Rocks, Low Gear, The Park, The Trax, The Bows, The Barrels, Bravo Lake Kayaking (or whitewater rafting. See notes below.) The Ropes and a service project. Summit Experience groups will also get a thrilling ride down the 3100-foot BIG ZIP! Participants must be 13 years of age by September 1<sup>st</sup> of 2018.

#### Sample Schedule: Summit Experience

	SUN	MON	TUES	WED	THURS	FRI	SAT
AM	ARRIVE	THE TRAX	SERVICE	BOWS	ROPES/ZIP	CANOPY	DEPART
PM	ARRIVE	THE PARK	GOODRICH LAKE WEST OR WHITE WATER RAFTING	BARRELS	LOW GEAR	THE ROCKS	
EVE	OPENING PROGRAM	SUMMIT CENTER ACTIVITIES				CLOSING PROGRAM	

#### Notes-

- **Our Aerial Sports activities at The Canopy, The Rocks, The Ropes, and Big Zip and in The Summit Center require all participants to meet the Aerial Sports Weight Guidelines which state that participants must weigh between 50 lbs. and 250 lbs. regardless of BMI.** This weight requirement includes clothes. Participants who meet The Summit's BMI requirements but not the Aerial Sports weight limit can still participate in The Summit Experience activities not involving The Canopy, The Rocks, The Ropes and Big Zip. If you have participants who are in this situation email [Summit.Program@Scouting.org](mailto:Summit.Program@Scouting.org) ahead of time so we can schedule the alternate activities.
- **Goodrich Lake West or Whitewater Rafting-** For their aquatic activity Summit Experience participants can choose either Goodrich Lake West or the ½ day whitewater rafting elective. There is an extra fee



for rafting. The Goodrich Lake West activity involves lake kayaking, stand-up paddle boarding and a water obstacle course.

- **For Goodrich Lake West or the whitewater rafting elective participants must have passed their annual BSA Swimming test.** Participants in Summit Experience who are non-swimmers will be scheduled for another non-aquatic activity.
- **Summit Experience Scheduling-** Looking at the sample schedule above note that the morning and afternoon activities indicated will always be paired together on the same day. The sequencing through the week will vary from this schedule to have the optimum number of participants in each area.

## FOCUSED PROGRAMS

Each focused program gives you three days of core programming to delve into an activity focus. The two days not spent in the focused program will be spent in a full day elective on one day and a service project and a ride down The Big Zip on the other day.

### HELMETS & HARNESES- \$779.00 per person

This program track is for those who love to reach new heights! You will get 2 full days of climbing adventure. The first day you will spend climbing, bouldering and rappelling at The Rocks, The Summit's man made outdoor climbing facility. The second day you will spend climbing on the natural rock of the New River Gorge, a rock climbing mecca for climbers across the country. The third day will be split between The Canopy and The Ropes where you will experience the thrill of The Summit's canopy tours and high ropes courses. **Participants in the Helmets and Harnesses program must meet the aerial sports weight requirement which states you must weigh between 50 Lbs. and 250 Lbs. regardless of BMI. If you do not meet the aerial sports weight requirement there are no activities in the Helmets & Harnesses portion of the program that you are able to participate in.**

#### Sample Schedule: Helmets & Harnesses

HELMETS & HARNESES							
	SUN	MON	TUES	WED	THURS	FRI	SAT
AM	ARRIVE	THE ROCKS	NRG CLIMB	THE ROPES	ELECTIVE DAY	SERVICE	DEPART
PM	ARRIVE	THE ROCKS	NRG CLIMB	THE CANOPY		BIG ZIP	
EVE	OPENING PROGRAM	SUMMIT CENTER ACTIVITIES				CLOSING PROGRAM	

### THE MARKSMAN- \$939.00 per person

This is our shooting sports focused program track and includes 3 days engaged in multiple archery and shooting disciplines, including static archery (multiple distances), sporting arrows, 3D archery, crossbow, trap shooting, five-stand sporting clays, pistol shooting\* (.22 and 9mm) and large-bore rifles.

**\*In order to participate in the pistol shooting portion of the program participants must be 14 or 13 and completed the 8<sup>th</sup> grade. (Venturing age requirement.) Marksman Participants that don't meet this age requirement will participate in other shooting activities during this portion of the program.**

**Barrels Outpost Camp** To minimize hiking time and maximize program time Marksman participants will camp with Marksman staff on Monday and Tuesday nights at The Barrels Outpost Camp which will allow for additional evening program time. Participants will return to the Bravo Base Camp on Wednesday afternoon following their third day of The Marksman Program. Tents and food will be provided at the Barrels outpost camp. [Appendix 5](#) for The Marksman information sheet and a list of equipment.

**Sample Schedule: The Marksman.** \*Indicates the nights spent at The Barrels Outpost Camp.

THE MARKSMAN							
	SUN	MON*	TUES*	WED	THURS	FRI	SAT
AM	ARRIVE	RIFLE	ARCHERY	PISTOL	SERVICE	ELECTIVE DAY	DEPART
PM	ARRIVE	SPORTING CLAYS & TRAP	CROSSBOW	5 STAND & COMPETITION	BIG ZIP		
EVE	OPENING PROGRAM	EVENING SHOOT		SUMMIT CENTER ACTIVITIES		CLOSING PROGRAM	

- **The Marksman Program and 2-deep leadership.**

To minimize hiking time and maximize program time in our Marksman program participants will camp at The Barrels Outpost Camp for Monday and Tuesday night of their experience. We will always have 2 trained 21-year-old shooting sports staff camping at the Barrels and serving as The Marksman program patrol guides during the Marksman overnights to supervise and provide programming. During weeks with co-ed participants we will have appropriate staff of both genders.

Adult leaders who sign up for The Marksman will camp at The Barrels as well. For groups with participants in multiple program tracks this may pose a challenge for 2 deep leadership. For example, a group that has 2 leaders with 1 leader signed up for the Marksman, 1 leader signed up for the Summit Experience and 3 youth participants in The Marksman and 3 youth in The Summit Experience. For the leader and 3 youth participating in The Marksman the program patrol guides indicated above will serve as the additional leaders. For the group doing The Summit Experience appropriate trained staff will be placed in the group's program patrol and campsite to provide 2 deep leadership. The Marksman participants will return to the main camping area on Wednesday afternoon and the advisors can resume their roles with the crew back together and camping in the same location.



If your crew members individual program selections will create a need for an additional adult leader or leaders during the outpost portion of the Marksman Program e-mail [Summit.Program@Scouting.org](mailto:Summit.Program@Scouting.org).

### **BERMS & BARS- \$779.00**

Depending on your current skill level, you will be introduced to basic to advanced BMX skills in each of these three different styles of BMX- dirt jumping, racing and freestyle. Participants in the Berms & Bars program will get to experience The Trax, the 2<sup>nd</sup> largest BMX facility in the country.

#### **Sample Schedule: Berms & Bars**

BERMS & BARS							
	SUN	MON	TUES	WED	THURS	FRI	SAT
AM	ARRIVE	ASSESSMENT	DIRT JUMP	RACING	SERVICE	ELECTIVE DAY	DEPART
PM	ARRIVE	SKILL DEV	FREESTYLE	RACING	BIG ZIP		
EVE	OPENING PROGRAM	SUMMIT CENTER ACTIVITIES				CLOSING PROGRAM	

### **RAMPS & RAILS- \$779.00**

It's all about skateboarding. The Park at The Summit's Thrasher Mountain is a giant playground for skateboarders... and those who want to be skateboarders. Almost 5 acres have been dedicated to creating an amazing skate park that includes transition, street, bowls and 2 foam jump pits.

#### **Sample Schedule: Ramps & Rails**

RAMPS & RAILS							
	SUN	MON	TUES	WED	THURS	FRI	SAT
AM	ARRIVE	ASSESSMENT	TRANSITION	BOWLS	ELECTIVE DAY	SERVICE	DEPART
PM	ARRIVE	SKILL DEV	STREET	VERT/FOAM PIT		BIG ZIP	
EVE	OPENING PROGRAM	SUMMIT CENTER ACTIVITIES				CLOSING PROGRAM	

### **ELECTIVE OPTIONS FOR FOCUSED PROGRAM PARTICIPANTS- New Format for 2018!**

The new format is a full day elective that can be 2 activities packaged together or one activity that can be enjoyed for a full day. There is an extra cost for whitewater rafting and offsite climbing.

## LIST OF ELECTIVES

**Park & Trax Skateboarding and BMX Adventure-** Spend the day skateboarding and riding BMX at the Summit's Thrasher Mountain. Both new and experienced skaters and BMXers will find the right fit for their skill and build upon them.

- **Notes: Shoes-**Skateboarding, biking shoes or soft soled tennis shoes are recommended.

**Bows & Barrels-** Archery and Firearms activities include 12 gauge shotgun, .22 & .223 Rifle shooting, static archery, 90 meter archery, 3-D archery, and sporting arrows. A full day of target sport activities to hone your skills.

**Low Gear and Rocks Mountain Biking and Climbing Adventure-** Spend the day hitting the trail and as you wind your way through Adventure Valley, stop at The Rocks for some bouldering, climbing and rappelling.

- **Notes: Shoes-**Skateboarding, biking shoes or soft soled tennis shoes are recommended. **Must meet Aerial Sports Weight Guideline.**

**Low Gear and Canopy Mountain Biking and Canopy Tour Adventure-** A day of biking and flying through the air. Spend the day on mountain bikes hitting the Summit's Adventure Valley Trails and stop by The Canopy for a zip line tour through the forest canopy.

- **Notes: Shoes-**Skateboarding, biking shoes or soft soled tennis shoes are recommended. **Must meet Aerial Sports Weight Guideline.**

**Low Gear & High Gear Mountain Biking-** A full day of mountain biking that will allow for both cross country and downhill mountain biking. A shuttle will even be used on a limited basis to allow for a few more downhill runs.

- **Notes: Shoes-**Mountain biking shoes or soft soled tennis shoes are recommended.

**The Rocks Rock climbing and Rappelling Adventure-** A full day of rock climbing skills development at one of the largest man-made artificial rock climbing facilities in the U.S.

- **Notes: Must meet Aerial Sports Weight Guideline.**

**New River Gorge Climbing-** For an extra fee of \$115.00 spend the day in the New River Gorge climbing on natural rock in a world-renowned climbing mecca.

- **Notes: Must meet Aerial Sports Weight Guideline.**

**Canopy and the Ropes-** Canopy Tour and High Ropes Course Adventure in the trees of The Summit.

- **Notes: Must meet Aerial Sports Weight Guideline.**

**Goodrich Lake West Aquatic Activity Day-** Stand-Up Paddle Board, Kayaking and Water Obstacle Course activities spend the day at the lake having a variety of adventures on the water.

- **Notes: Must have passed their annual BSA Swimmer's test with a "Swimmer" classification.**

**Whitewater Rafting and Goodrich Lake West-** For an extra fee experience a ½ day of rafting on the Lower New River Gorge in class 3 to 5 rapids. The other half of the day will be spent on Goodrich Lake west.

- **Notes: Must have passed their annual BSA Swimmer's test with a "Swimmer" classification.**

**A few general items on electives in the focused programs:**

- The elective request process is made available to those in a focused program after we have received the \$100.00 per person deposit. The elective selection is in the online registration system. For those participating in a focused program, each participant will be asked to provide 3 electives in which they would be interested in participating.
- This process is a REQUEST process. By indicating the 3 electives you are not signing up for these you are indicating your interest. We will do our best to get each participant their highest choice.
- The finalized schedule including the individual electives will be sent to groups 2 weeks prior to arrival at The Summit.
- Both adult and youth participants will enter elective choices. Our top priority will be getting youth participants their most desired elective. We will be able to give many of the adults their elective of choice but the youth will be the priority.
- If a group or individual participant has an activity that is the reason they are coming to The Summit they should choose a program that has that experience as part of its core programming. We can't guarantee that participants will be scheduled for any specific elective. For example, if The Canopy Tour is the primary reason your group is attending The Summit, you should choose Helmets and Harnesses or The Summit Experience, as the Canopy Tour is part of the core programming for those programs. If the group chooses the Marksman, the Canopy is not part of the Core River programming and even if requested as a top elective, participants may not receive it as their elective. **See [Appendix 11](#) for the Core Programing Table which list the core activities in every program.**

- For groups or parent/participant pairs wishing to receive the same elective, we will do our best to schedule them together, but may have to place groups or pairs in electives of lower interest based on capacity.

## **PROVISIONAL PROGRAMS**

Provisional programs are designed for individual participants who do not have a group attending The Summit. Participants must be 14 years of age and under 18 years of age. Provisional Programs are for youth only. The Summit will provide the appropriate 2 deep leadership for the provisional participants. They will camp and be with them in their program activities.

To register for a provisional program e-mail: [Summit.Program@Scouting.org](mailto:Summit.Program@Scouting.org). Put Provisional in the subject line.

## **PROVISIONAL SUMMIT EXPERIENCE, FOCUSED PROGRAM AND ADVANCED PROGRAMS**

The Paul R. Christen High Adventure Base will offer its Summit Experience and Focused programs on a provisional basis the week of July 29<sup>th</sup> through August 3<sup>rd</sup>. Prices to participate in the provisional programs are the same as the per person price as the prices listed above for unit based programs, they are listed again here for your convenience.

### **Provisional Programs available July 29th, 2017 – August 3rd, 2017:**

- The Summit Experience- \$779.00
- Helmets & Harnesses- \$779.00
- The Marksman- \$939.00
- Berms & Bars- \$779.00
- Ramps & Rails- \$779.00

## **SERVICE & CONSERVATION PROJECTS**

No matter what program you sign up for part of that program will include a Service & Conservation project lead by our Service and Conservation staff. These projects could take place at The Summit or in our local community. You may find yourself maintaining trails, constructing trail bridges, helping build a local park, painting a local rec center or help cleaning up around the New River. On the day, you are scheduled for your project you should bring the following:

- Long Pants
- Long Sleeved shirt
- Rain Gear
- Water
- Painting Clothes- Some of our projects involve painting an old shirt and pair of pants you don't care about much are perfect. Throw these in your day pack. We won't be able to let you know the exact project you will be working on ahead of time.

## **PARTICIPANT AWARDS**

The following awards can be a part of your experience at The Summit.

### **Paul R. Christen High Adventure Base Patch**

This patch is earned and awarded to each participant who completes their program including the service project. **There is no additional cost for this patch.** The crew's patches will be handed out to the youth crew leader at the closing program. The crew leader can distribute to the individual members of the crew at time determined by the crew.

### **The Summit Duty to God Award**

A Scout is reverent. Requirements for this award are designed to encourage participants to reflect on their experience and their faith. Requirements for the award can be completed while at The Summit and no requirements need to be completed before arrival. This is an optional award. The crew leader, the chaplain's aide and adult advisor will sign-off that the crew has completed the requirements. The chaplain's aide will receive instructions and materials to complete this award at the chaplain's aide meeting. The crew will present the sign-off sheet to the trading post staff and then **they will be able to purchase the award from The Summit Trading Post. See [Appendix 9](#) for all requirements.**

### **The Summit Sustainability Award**

This award is designed to encourage participants to learn about how they can live a more sustainable lifestyle and how the decisions we make affect the world we live in. Requirements for the award can be completed while at The Summit and no requirements need to be completed before arrival. This is an optional award. The crew leader, the outdoor ethics guide and the adult advisor will sign-off that the crew has completed the requirements. The outdoor ethics guide will receive instructions and materials to complete this award at the outdoor ethics guide meeting. The crew will present the sign-off sheet to the trading post staff and then **they will be able to purchase the award from The Summit Trading Post. See [Appendix 10](#) for all requirements.**

## **HIGH ADVENTURE PREPARATION WEBINARS**

Half hour webinars to prepare leaders for their crew's high adventure experience will be held leading up to the 2018 high adventure season. A November webinar will be held to review this planning guide. After a break for the holidays the webinars will continue monthly starting in January on the 3<sup>rd</sup> Wednesday of the month. Call in and login instructions will be sent out each month.

The webinars will involve a 15 minute program and a 15 minute question and answer session. The invites will go out each month to the Contingent Advisors and the Crew Advisors we have in our system for each crew. If you have others that you would like to add to that invite list please e-mail The Summit at: [Summit.Program@Scouting.org](mailto:Summit.Program@Scouting.org).

**Time- 8 PM EST/ 7 PM CST/ 6 PM MST/ 5 PM PST**

**Dates:**

- **November 15<sup>th</sup>** – Council and Unit Planning Guide Review
- **January 17<sup>th</sup>** – Program Design Review
- **February 21<sup>nd</sup>** – Equipment and Gear
- **March 21<sup>nd</sup>** – Roles of Adult and Youth Leadership Positions
- **April 18<sup>th</sup>** – Final Schedules and Pre-Arrival Packet
- **May 16<sup>th</sup>** – Last minute information and open forum

## **CONTINGENT STRUCTURE**

### **THE COUNCIL CONTINGENT**

A Council Contingent consists of one or more crews comprised of youth from throughout the local council. Contingents that consist of more than one crew can often save money by sharing travel and other expenses. Each crew will typically be comprised of advisors selected and approved by the local council and youth recruited from different units within the council. At its discretion, a council may organize a crew that is comprised entirely of advisors and youth from one Scouting unit in the council.

### **CHARTERED UNIT CONTINGENT**

A Chartered Unit Contingent is a group of one or more crews organized and administered at the Unit level by a Chartered Sponsored Boy Scout Troop, Varsity Team or Venturing crew. The chartered unit is responsible for selecting appropriate adult leadership and youth participants. The Chartered Unit may select participants from inside their Scouting Unit or from other currently registered Chartered Units.

### **THE CREW**

To provide the greatest flexibility to crews and contingents, **The Summit allows members to individually select their program experiences.**

This means that a crew can choose (1) for all members to participate together in the same program experience; or (2) allow each crew member to select his or her individual program. This permits your crew the flexibility to accommodate a wide range of interests and experiences.

### **EXAMPLE 1**

Crew 256 registers two adults and ten youth for the *Tires & Trails* program track. The crew will camp and complete all program activities as a crew.



## **EXAMPLE 2**

Crew 859 registers two adults and ten youth for several high adventure programs. Of these, five select *The Summit Experience*; four select *Berms & Bars*; two select *Helmets & Harnesses*; and one selects *Tires & Trails*. They camp together, but each individual (including adults) participates as part of a program patrol for his or her individual program experience.

## **CREW SIZE**

**The minimum crew size is 7.** Because our high adventure programs accommodate both group and individual program experiences, there are no maximum group sizes. The Summit recommends that larger groups add one adult, in addition to the minimum of two for every ten participants, past the first ten. As an example, for a group of twenty we would recommend at least three adults and for thirty youth, we would recommend four adult leaders. Each program experience or activity has an optimal group size. When participating in a single program experience as a crew, large crews may be divided into smaller groups for activity periods to ensure the ideal program experience.

## **EXAMPLE**

You register a crew of twenty-four participants for the *Helmets & Harnesses* program. The ideal group size for participation in aerial sports activities is 8 to 9 participants. Your group will be separated into three program patrols for this activity.

Crews may be all male, all female or co-ed. All male crews consisting of Boy Scouts and Varsity Scouts follow the Boy Scout Troop Leadership Guidelines as outlined in the [Guide to Safe Scouting](#). All female and co-ed crews function as Venturing crews and must meet the Venturing Leadership standards as detailed in the [Guide to Safe Scouting](#).

## **BSA ADULT LEADERSHIP POLICY\***

The best available adult leadership should be recruited to accompany each crew. In keeping with the policy of the Boy Scouts of America, there are no gender restrictions for adult leadership at The Summit except that each Coed Venturing crew must have coed adult leaders at least 21 years of age. **Each adult must be registered as a leader with the Boy Scouts of America.**

Each Summit crew must have at least two BSA registered adult Advisors for **Boy Scout Troops**, one Advisor must be at least 21 years of age; the second Advisor must be at least 18 years of age. **Each crew is required to have a majority of youth participants, and the maximum number of adults (21 and over) is four (4) per 12 total participants.** A participant 18 through 20 years of age may be counted as a youth or be an assistant adult leader, but must tent with someone 18 years of age or older and **must use the appropriate adult restroom and shower facilities.** **All participants over 18 must have completed [Youth Protection Training](#).**

**Coed Venturing Crews** are required to provide coed leadership while in route to and from The Summit and while they are at The Summit. A Coed Venturing Crew must have at least one male Advisor and at least one female Advisor, each of whom must be 21 years of age or older. Male and female youth participants will not share the same sleeping facility. Male and female advisors are required to have separate sleeping facilities. Married couples serving as adult advisors may share the same quarters if appropriate facilities are available. Female advisors must be responsible for the female participants; male advisors must be responsible for the male participants.

Crews with coed youth members must function under Venturing policies.

- A Council Contingent may have both Boy Scout Troops and Venturing Crews as a part of their contingent but each crew within the contingent must be either comprised of Boy Scouts or Venturers not a mix of both.

If a father and daughter (under 18 years of age) are participants, the crew must still have male and female advisors 21 years of age or over.

When staying in tents, no youth will stay in the tent of an adult other than his or her parent or guardian.

\* Refer to [Guide to Safe Scouting, No. 34416](#) for additional adult leadership policies.

## **SUMMIT LEADERSHIP ROLES**

### **THE CONTINGENT ADVISOR**

For a Council Contingent, the Contingent Advisor is a member of the Council Professional Staff or a Council Volunteer assigned by the Scout Executive. For Chartered Unit Contingents, the Contingent Advisor is a registered Scouting adult member of the Chartered Unit assigned by the Unit Committee. This person

coordinates the contingent's participation in Summit programs. Working with the proper council volunteer committee (usually program, high adventure or camping) and/or the appropriate Chartered Unit volunteers the Contingent Advisor:

1. Ensures the recruiting of qualified leaders to serve as Crew Advisors for each crew in the contingent.
2. Develops a plan to recruit youth to join the Council or Chartered Unit Contingent.
3. Sets the participation fee (which includes The Summit fee plus additional travel and ancillary expenses. See creating the budget section on [page 38](#) of this guide).
4. Ensures that participant fees are collected and disbursed to The Summit per the [payment schedule](#).
5. Serves as the primary point of contact between the Council or Chartered Unit and The Summit.
6. Assists the contingent in making travel and other necessary arrangements.
7. Ensures that monies are collected, recorded and disbursed per council policies.
8. It is not required that the Contingent Advisor travel to The Summit and participate in the experience. If the Contingent Advisor is not going on the trip, it is crucial that the Contingent Advisor and the Crew Advisor are in constant communication and that the Crew Advisor has all the information they need for a successful trip. To facilitate this, The Summit will copy the Crew Advisor on all communications the Contingent Advisor once the Crew Advisor has been identified. **If the Contingent Advisor is not attending it is crucial that they make sure the Crew Advisors read this guide thoroughly.**

## CREW ADVISORS

The Crew Advisors (minimum of two per crew) are the adult leadership of the crew during The Summit program, including travel to and from The Summit site. The Summit recommends that larger groups add one adult in addition to the minimum two for every ten participants past the first ten.

## SELECTING CREW ADVISORS

The Contingent Advisor and designated volunteer committee meet to develop the plan for Crew Advisor selection. Factors to consider include:

1. **The number of leaders required.** Each crew requires a minimum of two Crew Advisors. However, in many cases, it is prudent to have three to four Crew Advisors in each crew in the event one Advisor must drop out at the last moment. The majority of the crew must be comprised of youth members and there can be no more than four adults per twelve total participants.
2. **The minimum age, gender and training requirements.** Depending on desired crew composition, each crew must follow either the Boy Scout or Venturing Leadership Guidelines as detailed in the latest

version of the [Guide to Safe Scouting](#). For all female and co-ed crews, the Venturing Leadership Guidelines must be followed. All adult Crew Advisors must be registered members of the Boy Scouts of America and have evidence of completing Youth Protection Training within two years of the last day of their Summit visit.

3. **The desired qualifications.** High adventure activities can be rigorous for both youth and adults. Crew Advisors should be in good physical condition and MUST meet the BSA height/weight guidelines as outlined in the [BSA's Annual Health and Medical Record](#). The Crew Advisor should be an experienced unit leader capable of leading by example and maintaining appropriate discipline within the group. Assistant crew advisors may be less experienced than the lead crew advisor, but should have a solid background in the fundamentals of leadership in Scouting or Venturing. See [page 36](#) for more suggestions on physical preparation.
4. **The ability to recruit.** The Crew Advisors must have the time and ability to recruit youth to participate.
5. **Sufficient time.** There is a time commitment to being a Crew Advisor beyond the length of time for the trip to The Summit. Council or Unit Contingents with participants from different units may need more preparation time for “getting acquainted” activities or campouts to foster camaraderie.

**The Summit recommends groups identify alternate Crew Advisors able to “step in” at the last minute in the event one of the Crew Advisors is not able to attend. The Summit CANNOT provide staff to meet the BSA, two-deep leadership requirement for the entire stay at The Summit or travel to and from the site.**

## THE ROLE OF THE CREW ADVISOR

Each crew is under the supervision of a Crew Advisor and at least one Assistant Crew Advisor, both of whom have been selected and approved by the local council or the chartered unit and who meet the leadership guidelines detailed under the BSA Adult Leadership Policy outlined in this guide and in the current edition of the [Guide to Safe Scouting](#).

### The Crew Advisor:

1. Works with the Contingent Advisor and advisors of other crews in the contingent to develop the budget, travel plan, and to make arrangements for accommodations, etc.
2. Recruits youth participants as members of the crew.
3. Provides adult supervision of the crew in route to and from The Summit as well as during the groups stay at The Summit.

4. Conducts necessary training, shakedowns and crew development exercises prior to Summit attendance.
5. Coordinates information disseminated to crew members.
6. Ensures that the crew members have proper youth protection, first aid and CPR training.
7. Ensures that crew members meet the minimum physical standards for participation in the selected Summit program track. [See page 36](#) for more details on physical preparation.
8. Works with the Contingent Advisor to collect fees and pay expenses.

If the Council Contingent will be travelling as one group, one Crew Advisor may be designated as the tour leader for coordinating multiple crews in route to and from The Summit.

**NOTE-** Contingent advisors are not required to attend the actual experience. Crew advisors ARE required to attend the experience. For small contingents, twelve or less, it is likely that the crew advisor and the contingent advisor will be the same person.

## **YOUTH LEADERSHIP POSITIONS**

The Boy Scout program is a youth led experience. Your Summit Crew should select appropriate youth members to fill the following positions prior to arrival at The Summit.

### **Crew Leader**

A well-qualified Scout or Venturer should be selected as crew leader before training begins. The crew leader is a key person for a successful Summit experience and the Advisor must work closely with this person. The crew leader should:

- Be elected by the crew.
- Lead by example.
- Be respected by the crew.
- The crew leader responsibilities include:
  - Discussing ideas with the entire crew to arrive at a consensus before acting.
  - Organizing the crew, assigning duties and making decisions.
  - Checking to make sure camp is safe, clean and secure.
  - Guiding crew in their service project.
  - Supporting the Chaplain Aide and Outdoor Ethics Guide as they carry out their duties.

### **Chaplain's Aide**

The Summit strongly recommends one crew member be asked to serve as a Chaplain Aide. Someone who has earned or is working on their religious award would be ideal for this position. The Chaplain Aide will be asked

to lead daily devotionals and other appropriate religious services. A guide with suggested daily devotionals will be provided to the Chaplain's Aide. The Chaplain's Aide along with an Adult Advisor will certify completion of requirements of the [Duty to God](#) award for each crew member. (Awards may be purchased at The Summit Trading Post upon completion at the end of the week.) The Chaplain's Aide also helps serve as a morale officer of the crew communicating with members on their experience and working with the crew leader to address any issues and to promote a positive atmosphere.

### **Outdoor Ethics Guide**

Outdoor Ethics are not a set of rules designed to meet every situation you will encounter in the outdoors. Instead they are a way of thinking about how we use and impact the environment, which guides us to make the best decisions possible in the outdoors ensuring we preserve the land for others to enjoy. The Outdoor Ethics Guide works with the crew to ensure responsible use in the outdoor environment that is The Summit and helps the crew make informed decisions. The Outdoor Ethics Guide will also help the crew through The [Summit Sustainability Award](#) program with the help of Summit staff and resources issued upon arrival.

## **CREWS AND PROGRAM PATROLS**

While at The Summit participants are involved in Crews and Program Patrols. The following section explains how we define Crews and Program Patrols at The Summit and how The Summit identifies them.

### **CREW**

At the Paul R. Christen National High Adventure Base we refer to a "Crew" as the group of participants with a reservation with a council or chartered unit contingent. Each person may have a different program track or the same program track. The crew will travel to The Summit and camp together while here.

### **PROGRAM PATROL**

The Program Patrol is the group of participants signed up for the same program track and have the same schedule for their week at The Summit. Participants will travel to and from The Summit and live with their **crew** and participate in their program with their **program patrol**. For groups whose members are all participating in the same program track, their crew and program patrol will be the same.

It is possible that a program patrol could be comprised of both Venturers and Boy Scouts and thus could be a co-ed program patrol. This would be only for the activity periods and the participants will still be living with the troop or crew they attend with. The Summit will ensure that there is appropriate two deep leadership for program patrols and appropriate co-ed leadership when needed.

## **EXPEDITION NUMBERS AND PROGRAM PATROL NUMBERS**

**The Crew Expedition Number- This number tells us WHO you are.** As part of your registration process The Summit has assigned your crew an expedition number that looks something like 610-A. The 610 stands for the



start of the June 10<sup>th</sup> session. The “A” means this was the first reservation taken for that session. The 2<sup>nd</sup> group would be designated 610-B. When we get to the 27<sup>th</sup> reservation that unit will be assigned the expedition number of 610-AA. The 610-A and 610-AA are two separate reservations and not connected to each other.

**The Program Patrol Number- This number tells us WHAT you are doing.** Participants in a program patrol have the same activity schedule for their week at The Summit. The program patrol number will look something like SE-1-2 or HH-3-2. This would stand for Summit Experience week 1, patrol 1 or Helmets and Harnesses week 3 patrol 2. If we have 48 people signed up for The Summit Experience in a session and the ideal size of a patrol is twelve, we will have four Summit Experience Program Patrols designated 1 through 4.

Groups that have their individual members in different program tracks will have participants with identical expedition numbers, but different program patrol numbers.

**EXAMPLE**

611-A has ten participants. All participants have the expedition number 611-A. Two participants are in program patrol SE-1-2, three are in program patrol HH 1-3 and five are in program patrol MM-1-6. (MM-Marksman).

**Small crews** (7-12) with members in the same program track will have the same expedition number and will have the same program patrol number unless they have more participants than the patrol size for that program.

**EXAMPLE**

611-B has twelve participants and they all signed up for the Tires and Trails program. All of them have the expedition number 611-B and they are all in program patrol TT-3-2.

**Large groups** may need to be divided into smaller program patrols for the ideal experience.

**EXAMPLE**

611-D has 24 participants all signed up for the Helmets and Harnesses Program. The program patrol size for Helmets and Harnesses is 9. 611-D will be divided into program patrols HH-1-1, HH 1-2 and HH 1-3.

Once a reservation is made, the expedition number will not change, even if a participant or group changes their program track. For instance, if 611-B is all signed up for the Summit Experience with patrol number SE-1-2. The group decides to all change to the Marksman program, their expedition number would remain 611-B but their program patrol number would change to MM-1-3 (MM=Marksman).

**PROGRAM PATROL NUMBER KEY**

The Summit Experience – SE

Helmets & Harnesses – HH

The Marksman – MM

Berms & Bars – BB

Ramps & Rails – RR

## YOUTH PARTICIPANTS AND AGE REQUIREMENTS

Summit participants attending with a Chartered Unit or Council Contingent must be a registered Boy Scout, Varsity Scout or Venturer who is or will be at least 13 years of age by September 1<sup>st</sup>, 2018. Some advanced programs have higher requirements.

Summit participants attending as individuals in one of The Summit's provisional programs must be a registered Boy Scout, Varsity Scout or Venturer who is or will be at least 14 years of age at the start of the program.

Do not request or expect exceptions. Requirements for Summit participation cannot be relaxed. The table, below, provides a list of programs for 2018 and the minimum age requirement for each:

Program	Minimum age
The Summit Experience  Helmets & Harnesses The Marksman  Berms & Bars Ramps and Rails Adventure Photography	At least 13 years of age by September 1st, 2018
Provisional Programs	Participants attending provisionally the week of July 3rd for The Summit <b>Experience, The River, Helmets &amp; Harnesses, The Marksman, Tires &amp; Trails, Berms &amp; Bars, Ramps &amp; Rails and Adventure Photography</b> must be 14 years of age at the start of the program. All other program age requirements for provisional participants are the same as listed above.

In keeping with the policies of the Boy Scouts of America, rules for participation are the same for everyone without regard to race, color, national origin, age, sex, religion or disability.

Youth must be registered members of the Boy Scouts of America, and may participate in a Summit program in one of the following ways:

- As members of a Chartered Unit – Boy Scout Troop, Varsity Team, Venturing Crew or Explorer Post.

- As members of a Council Contingent or District Contingent with required leadership. (A coed crew must consist of all registered Venturers or Explorers, and not be a mix of Boy Scouting, Venturing and Exploring Programs. It must operate under the guidelines of the Venturing and Learning for Life Programs.)
- As individuals in one of The Summit's provisional programs. Participants must be registered as Boy Scouts, Venturers or Varsity Scouts.

**Unregistered guests or family members are not permitted to participate in the High Adventure Program or camp at The Summit.**

## **HEALTH AND SAFETY**

### **HEALTH AND MEDICAL RECORD**

**Every camper and advisor is required to have a medical evaluation within twelve (12) months of their participation date by a physician licensed to practice medicine.** An examination conducted by a physician's assistant or a nurse practitioner will be recognized for states where they may perform physical examinations to students enrolled in public school systems. **The BSA Annual Health and Medical Record must be used with parts A, B and C completed. These forms are available at:** <http://www.scouting.org/scoutsource/HealthandSafety/ahmr.aspx>. **There you will find forms for each National High Adventure Base, be sure to download The Summit form.**

**The Summit does not require the original form.** A photo copy of the complete and signed original is recommended so that the original can be kept at home for future use throughout the next year.

Advisors are to collect the forms before leaving for The Summit and be prepared to submit them to the Health Lodge medical provider during Orientation. Each participant will undergo a Medical Re-check at this time. As a backup, you may decide to carry a flash drive with copies of the medical forms. If so, ensure that the flash drive is password protected. **Prior to departure**, advisors should review each participant's medical form to be familiar with any health restrictions; make sure everyone – youth and adult – meets the height and weight participation requirements; check for participant, parental and physician's signatures; and ensure that a copy of the participant's health insurance card is attached.

At the end of your stay at The Summit, you will need to return to the Health Lodge and retrieve your Health Forms for your trip home. ALL HEALTH FORMS LEFT AT THE SUMMIT AFTER YOUR GROUP'S DEPARTURE WILL BE SHREDDED DUE TO THE PROPRIETARY NATURE OF THE INFORMATION.

**An individual should always contact the family physician first and call The Summit at 304-465-2800 if there is a question about the advisability of participation. The Summit's chief medical officer and other medical staff of the Health Lodge reserve the right to make medical decisions regarding the participation of individuals at The Summit.**

## IMMUNIZATIONS

Verification is required that adequate tetanus immunization has been given within the last ten years prior to arrival at The Summit. If this service must be performed at The Summit, the participant will be charged accordingly.

### RELIGIOUS BELIEFS AND MEDICAL CARE

The following is the policy of the Boy Scouts of America regarding medical requirements:

*Medical examinations for camp attendance are required of all campers for the protection of the entire camp group. The immunization requirement is waived for persons with religious beliefs against immunization.*

Go to the following link to download the Immunization Waiver Form and bring the completed form with your medical form. <http://www.scouting.org/filestore/pdf/25-02.pdf>

## MEDICATIONS

Each participant at The Summit who has a condition requiring medication must bring an appropriate supply. The pharmacy at the Health Lodge is very limited and the identical medications may not be available, in many instances the medical staff will have to use pharmacies in the near-by communities to address these needs. In certain circumstances duplicate or even triplicate supplies of vital medications are appropriate. Participants will be charged for maintenance medications or medications that should have been brought to The Summit and end up being dispensed by The Summit Health Lodge.

It is recommended that leaders bring a lockable storage device to store all medications while in route to and from The Summit and while at The Summit. Medications that are required to be kept cooler than room temperature should be transported accordingly. While at The Summit, refrigerator space will be provided through the health lodge to store such medications.

Persons who have had an **anaphylactic reaction** from any cause must contact The Summit before arrival. If you are allowed to participate, ***you will be required to have appropriate treatment with you***. Any person who has needed treatment for asthma in the past three years must carry a rescue inhaler. If you do not bring a rescue inhaler, you must buy one before you will be allowed to participate.

## FIRST AID REQUIREMENTS

- **FIRST AID AND CPR CERTIFICATION REQUIRED 1 person (Adult or Youth)**
- **Wilderness First Aid 1 person (Adult or Youth)**

**The Summit requires that at least one participant, (an adult or a youth) in each crew be currently certified in Wilderness First Aid or the equivalent\* and CPR from the American Heart Association, the American Red Cross or the equivalent\*.** It is recommended that each crew have at least two participants certified in Wilderness First Aid and CPR. If unforeseen circumstances prevent one of the WFA trained participants from attending you will have a second member with the qualifications. **You must present current certification cards or copies of current cards upon check-in.**

\*Equivalent training can be obtained from the following nationally-recognized organizations:

American Red Cross - [www.redcross.org](http://www.redcross.org)  
American Safety and Health Institute - <https://emergencycare.hsi.com/>  
Emergency Care and Safety Institute - <http://www.ecsinstitute.org/>  
National Outdoor Leadership School (Wilderness Medicine Institute) - [NOLS link](#)  
National Safety Council – [www.nsc.org](http://www.nsc.org)  
National Ski Patrol – Outdoor Emergency Care - [www.nsp.org](http://www.nsp.org)  
Stone health Open Learning Opportunities (SOLO) – [www.soloschools.com](http://www.soloschools.com)  
The Mountaineers – [www.mountaineers.org](http://www.mountaineers.org)  
Wilderness Medical Associates (WMA) - [www.wildmed.com](http://www.wildmed.com)  
Wilderness Medical Society (WMS) - [www.wms.org](http://www.wms.org)  
Wilderness Medicine Outfitters – [www.wildernessmedicine.com](http://www.wildernessmedicine.com)  
Wilderness Medicine Training Center [www.wildmedcenter.com](http://www.wildmedcenter.com)  
Wilderness Safety Council [www.wfa.net](http://www.wfa.net)

The Boy Scouts of America and the American Red Cross have a national agreement, the primary goal of which is to help councils (with their districts and units) become self-sufficient in teaching American Red Cross courses, including First Aid. *Wilderness First Aid* is specified in the agreement. Through this agreement a local council can coordinate training of American Red Cross courses by providing BSA volunteers who are certified to instruct the course by the American Red Cross. The fees for the course taught by the BSA volunteers are dramatically reduced and include a \$5.00 administrative fee and the cost of materials. Visit with your council service center for more information about the American Red Cross National Agreement.

The Summit requires each crew to have at least one person trained in Wilderness First Aid or the equivalent. However, The Summit will accept the following advance levels of training and a copy of the current license or certification must be shared with The Summit during the registration process:

- Wilderness First Responder

- Outdoor Emergency Care
- EMT Basic, Intermediate, or Paramedic
- Military Corpsman or Medic
- Registered Nurse
- Licensed Nurse Practitioner
- Licensed Physician's Assistant
- Licensed Physician, MD or DO

## **PROGRAM SPECIFIC TRAINING AND REQUIREMENTS**

Different programs may have requirements or trainings specific to the activities involved in the program track or activities.

### **AQUATICS ACTIVITIES**

**BSA Annual Swim Test-** Crew must bring with them a completed Swim Test Master Form (See [Appendix 6](#)). Each member of the crew should be listed in the appropriate area as relates to their classification. All participants who wish to participate in an aquatics activity must have completed their swim test with a classification as a swimmer.

**Buddy Tag Process-** In May of 2018 you will be mailed buddy tags for your group, The Summit has activity areas where participants may enjoy aquatics activities in their evening free time. Even if an aquatic activity isn't part of a participant's program schedule during the daytime there will be opportunities. See [Appendix 7](#) for instructions on filling out your buddy tags.

### **AERIAL SPORTS ACTIVITY WEIGHT GUIDELINE**

The engineering and safety systems used by The Summit's Aerial Sports activities require participants to meet certain weight guidelines to participate in our climbing, rappelling, bouldering, canopy tour, challenge course and zip line activities. **Participants in these activities must weigh between 50 lbs. and 250 lbs. (including clothes) regardless of their height.**

### **PERSONAL PROTECTIVE EQUIPMENT (PPE) FOR ALL SUMMIT ACTIVITIES**

All our activities require the use of PPE. We have a wide selection of equipment to fit most all shapes and sizes. On rare occasions, a unique body type may not fit safely into our equipment. If a participant can't wear the appropriate equipment as it is intended to be worn they will not be able to participate in that activity. If you have a concern about this e-mail [Summit.Program@Scouting.org](mailto:Summit.Program@Scouting.org) ahead of time and we will do our best to accommodate the participant in question.



## INSURANCE

The Summit participation fee includes insurance coverage for health, accident and sickness in route to and from home and while participating in Summit programs. This policy is an Excess Insurance Plan meaning that the plan will pay eligible expenses incurred from a covered accident or sickness not paid by any other collectable insurance or pre-paid health plan in force. If no other collectable insurance or pre-paid health plans are in effect at the time of the loss, this plan will pay eligible covered expenses up to the plan limits. There is no deductible under this plan. Please e-mail The Summit at [Summit.Program@Scouting.org](mailto:Summit.Program@Scouting.org) for the brochure that covers the details of this plan.

## YOUTH PROTECTION

At check-in at The Summit all adults must present verification of current BSA Youth Protection Training (within the past two years). This is required for participation in any national event/activity. This means all participants 18 years of age or older must have current Youth Protection Training. This includes Venturers who are 18 years of age or older.

Youth Protection Training documentation are available through your local council or online at [www.scouting.org](http://www.scouting.org) or [my.scouting.org](http://my.scouting.org). Youth Protection Training is required to be a registered adult leader in the Boy Scouts of America.

**The Summit will strictly enforce Youth Protection policies.**

### **HAZING - INITIATIONS – DISCIPLINE**

Any form of hazing, initiation, ridicule, or inappropriate teasing is prohibited and must not be allowed.

### ***A WORD ABOUT CONDUCT . . .***

**The Scout Oath and Law serves as the guide in all interactions with other participants and staff.**

The Summit serves groups from many different backgrounds and it is important that each group respect the other. This includes coed and female units and female staff. It is not acceptable to act in a manner which belittles, harasses or makes others uncomfortable.

Each group should develop a procedure regarding unacceptable behavior and/or conduct. The best method to accomplish this is to outline expectations before the trip, as well as consequences if a participant chooses to act in a way contrary to established guidelines. Parents/guardians must be informed of the guidelines. Remember, advisors are responsible for their participants always – The Summit cannot provide supervision. Should a participant be removed from the crew for disciplinary reasons, s/he will be sent home at their own expense. **An adult advisor will be required to provide supervision and assist with transportation arrangements in the event a participant is sent home.**

## TOBACCO

For adults, The Summit strongly recommends tobacco products not be used. Smoking and the use of smokeless tobacco is prohibited in all The Summit's buildings, tents, vehicles and trails. If tobacco is used by an adult leader it must be in designated areas out of sight of participants. **There is no use of tobacco allowed at all by youth participants.**

## ALCOHOL AND DRUGS

Possession or use of alcoholic beverages or non-prescribed drugs (including marijuana) or abuses of prescribed drugs are expressly prohibited while at The Summit or participating in a Summit event or program. Groups or individuals found in violation of this policy will be sent home immediately at the participant's expense as arranged with the responsible council or parent/guardian.

## FIREARMS

Firearms including bows are not to be brought onto The Summit. The Summit provides all firearms needed for shooting sports programming. Personal firearms are not permitted at The Summit's Ranges.

## TOURIST INFORMATION

For crews that want to add additional activities at the beginning or end of their high adventure experience, West Virginia has many recreational activities and historic sites. Information about these locations and activities can be found at [www.wvtourism.com](http://www.wvtourism.com).

## SUMMIT PROGRAM GUIDES

Interaction with quality staff members is always an important facet of any camp experience. At The Summit, we utilize staff members called "program guides" to help provide a quality experience. Program guides are Summit staff members who will orient your group to the site and be a key piece of your program experience. Program guides are customer service liaisons as well as trained technical staff that will be with you in your specific program track. There are two types of program guides your group will be working with: a lead program guide and a program patrol guide.

**Lead Program Guide-** Is the program guide assigned to a crew. On the first day, they are responsible for helping the group through check-in, campsite move-in, leading the group on an orientation walking tour and making sure all the crew members go through medical recheck, get to their appropriate leader's meetings and the opening program. You will meet your lead program guide at the Ruby Welcome Center during the check-in process.

**Program Patrol Guide-** This is the staff member who is assigned to a program patrol. These are guides and instructors trained to deliver the program related to a participant's chosen program track. For

example, the program patrol guide for a Helmets & Harnesses patrol will be their climbing instructor at the Rocks as well as one of their canopy tour guides and challenge course facilitators.

For groups with all its members participating in the same program track their lead program guide and program patrol guide will be the same staff member. For example, a crew with all members signed up for the Tires & Trails program track, their lead program guide and program patrol guide will be a Tires & Trail program guide.

For groups that have participants in diverse program tracks their lead program guide will be a program patrol guide from one of the program patrols that some of their crew members are assigned to. For example, a group with participants in The Summit Experience, The Marksman and Ramps & Rails program tracks, their lead guide would be a program patrol guide for one of those programs.

The role of a program guide is to orient the crew and the youth leadership to The Summit and its programs and make sure the crew members have the information they need to have a memorable experience. They serve as instructors in the various program tracks helping to develop skills and confidence in the activities they are participating in.

Different program tracks can expect slightly different interactions with their program guide based on their program:

- **The Summit Experience-** Summit Experience program guides focus more on the customer service and youth leadership development than skill instruction. Because those in the Summit Experience participate in every program area, it is not efficient to train The Summit Experience program guide to be able to instruct activity in all types of program activities. Summit Experience participants will receive quality instruction from the program area staff when they visit their area. Crews can expect that their SE program guide will be with them during the program day from Sunday through Wednesday and Friday. During the start of the week they will prepare the group to operate without them on Thursday. We use this as an opportunity for leadership development.
- **Focused Programs-** Program Patrol Guides for focused programs will be with the group through the core part of their program because they are the instructors for those activities. They will prepare their participants to participate in their electives, service and Big Zip activities without the program patrol guide on Thursday and Friday.

### **Program Patrol Assembly**

On Sunday evening crews, will assemble at 6:00 PM on the front lawn of the SVC near the flag poles. Here the participants will meet with their program patrol and program patrol guide. The program patrol guide will talk about the week to come with the program patrol and make sure they are prepared to start their adventure. Lead program guides are responsible for making sure all members of their crew meet up with their program patrol guide at this meeting. The program patrol guide will make sure that all members of their patrol are accounted for.

## Expectations of crews for their program guides

### Lead Program Guides

- Will greet them upon arrival at the Ruby Welcome Center.
- Will be trained on the processes and operations of The Summit. Will guide them through the check in process and an informative tour of The Summit Center.
- Will make sure every member of the group meets their program patrol guide.
- Will work through the youth leadership of the group.
- Will have dinner with the group on Sunday evening.
- Will have dinner with the crew on Monday evening to check in on how the first day went.
- Will attend the youth crew leader meeting on Sunday evening.
- Will make sure the adult advisors, chaplain's aid and outdoor ethics guides know when and where their orientation meetings are held.
- Will attend the opening program on Sunday evening with the crew.
- Will check with the youth crew leader on how the members of the crew in other program patrols are doing in their specific programs.
- Will be at the closing program on Friday to present the youth crew leader with their crew's patches.
- Will be focused on helping to make your crews experience memorable and positive

### Program Patrol Guides

- Will be trained to deliver the program of their area of specialty.
- Will help participants improve their skill and confidence.
- Will be trained on the processes and operations of The Summit.
- Will work through the youth leadership of the group.
- Will meet with all patrol members at the program patrol assembly and prepare them for the week ahead.
- Will attend the youth crew leader meeting on Sunday evening.
- Will attend the opening program on Sunday evening.
- Will attend the closing program on Friday evening.
- Will be focused on making the program patrols experience challenging, memorable and positive.

The program guide system is designed to provide a strong customer service and communication function at the start of your experience that gives crews the information they need to be more autonomous at the end of the week. The technical instruction will be present throughout the core programming.

**The program guides ARE NOT crew leaders.** This is a youth led experience and the guides are here to be a resource for information, specific skill instruction and to encourage leadership development in the youth. Program patrols with patrol members from different crews will utilize a model where each day a different Scout will serve as the crew leader for the day.

## **TRANSPORTATION TO THE SUMMIT**

The Summit does not endorse specific transportation companies. The information provided below is for your information. This does not constitute a complete list of companies who may provide the transportation services that you require.

The Summit Bechtel Reserve is in Mount Hope, WV near the city of Beckley, WV. The Summit is convenient to major interstate highways (I-77 and I-64) via SR-19. Please note that I-64/I-77 between Charleston and Beckley is a toll road with two fee stations (\$2 toll each per vehicle).

### **AIR TRANSPORTATION**

- 1. Yeager Airport (CRW), Charleston, WV, 75 min**
  - a. Service from US Air (Charlotte, Washington Reagan), American (New York, Chicago), United (Houston, Chicago O'Hare, Washington Dulles), Delta (Atlanta, Detroit) and Spirit (Ft. Lauderdale, Myrtle Beach).
- 2. Beckley Raleigh County (BKW), Beckley, WV, 20 min**
  - a. VIA Air to Charlotte Douglas Airport (CLT), Charlotte NC
- 3. Greenbrier County (LWB), Lewisburg, WV, 65 min**
  - a. VIA Air to Charlotte Douglas Airport (CLT), Charlotte NC
- 4. Charlotte Douglas (CLT), Charlotte, NC, 3.5 hours**
  - a. Most major airlines

### **GROUND TRANSPORTATION**

- 1. WEST VIRGINIA CHARTER BUS COMPANIES**
  - a. Spring Valley Charter – (304) 733-4074 – [springvalleybus@aol.com](mailto:springvalleybus@aol.com)
  - b. Chandler Limousine Service (15 passenger vans). Services Yeager Airport and Prince Amtrak station. 1-304-345-5434 or 1-800-779-5434. [www.chandlerslimo.com](http://www.chandlerslimo.com).
- 2. COMMERCIAL BUS CARRIERS**
  - a. Greyhound Bus Lines – [www.greyhound.com](http://www.greyhound.com) (Beckley, WV)
- 3. VEHICLE RENTAL**
  - a. Avis – [www.avis.com](http://www.avis.com) (CRW, BKW, LWB, CLT)
  - b. Enterprise – [www.enterprise.com](http://www.enterprise.com) (CRW, BKW, LWB)
  - c. Hertz – [www.hertz.com](http://www.hertz.com) (CRW, BKW, LWB, CLT)
  - d. National/Alamo – [www.nationalcar.com](http://www.nationalcar.com) (CRW, LWB, CLT)
  - e. Budget -- [www.budget.com](http://www.budget.com) (CRW, LWB, CLT)
  - f. Alamo – [www.alamo.com](http://www.alamo.com) (CRW, CLT)

## TOUR COMPANIES

- g. Soaring Eagle Tours <http://soaringeagletoours.com/>. Providing tour packages from Charlotte to The Summit.
- h. Blue Sky Adventures- <http://www.blueskyadventures.net/SBR.html>. Providing tour packages from Charlotte to The Summit, as well as Pittsburgh to The Summit.

## 4. RAIL TRANSPORTATION

Amtrak -- [www.amtrak.com](http://www.amtrak.com)

- a. Passenger service to the Prince, WV station located about 30 minutes from The Summit. The station is part of the Cardinal Line that runs between New York City and Chicago.

## 5. PRIVATE VEHICLES

This method of transportation should be used only with full assurance that the vehicles are safe and the drivers are reliable. Make sure there is adequate insurance coverage for each vehicle. Adhere rigidly to the Tour Plan requirements. **The Summit is not responsible for vehicles parked in parking areas.**

## EMERGENCY TRANSPORTATION

The Summit will assist with transportation arrangements when a family, work or other emergency occurs during a Summit program requiring a participant to return home, or if a participant must return home for medical reasons. Participants will be required to reimburse The Summit for any transportation services provided, including transportation to a required airport.

## ARRIVAL DAY

### ARRIVAL PLAN

In April of 2018 after the final payment deadline the contingent advisor will be e-mailed instructions on how to fill out their arrival plan information in the registration system. Crews will indicate their anticipated arrival time and mode of travel. If applicable this is where crews can register for an extra day of housing at The Summit for either an early arrival or late departure.

### ARRIVAL TIME

Crews are asked to **arrive between 11:00 AM and 3:00 PM on Sunday of their scheduled week.** Arriving earlier rather than later in this window will allow for a smoother completion of your crew's arrival day activities. Travel is never an exact science and we understand that unexpected circumstances may arise along the way. Please be assured that we will be able to take care of you in these instances, regardless of your arrival time. However, **if you think your arrival time will be delayed, stay in touch by calling (304) 465-2900** so that we can be ready for a later arrival and possibly help with any issues.



## EARLY ARRIVAL OR LATE DEPARTURE

If transportation logistics require a crew to arrive to The Summit a day early on Saturday or depart a day later on Sunday at the end of their experience, the cost is **\$35.00 per person** per night. This covers the cost of housing and meals for these additional times. Crews register for this in April of 2018 using the arrival plan function of the registration system.

**The Summit does not operate program areas on Saturdays or Sundays. To crews who pay for the extra day we provide a place to stay and food to eat but our program facilities are not available.** Equipment for field games and board games are available from the Tent City staff. Hikes around the site are also an option but the crew's adult advisors must provide the two-deep adult leadership. Please indicate on your arrival plan that you will need an early arrival and/or late departure for your crew.

## DIRECTIONS TO THE SUMMIT SITE

Crews will first go to The J.W. and Hazel Ruby West Virginia Welcome Center located on Highway 19. After you check in with the registration staff at the welcome center, you will be directed onto the main site and your specific campsite by a Summit staff member. Note that this is a new building with a new address. For wayfinding devices, it is best to use Google Maps to find this address.

### Welcome Center Address:

**J.W. & Hazel Ruby Welcome Center  
55 Hazel Ruby Lane  
Mt. Hope, WV 25880**

## CHECK-IN & PAPERWORK

At the Welcome Center, the friendly registration staff will take the crew leader and adult advisor through the check-in process and make sure all forms and financial requirements are settled.

### **Things to Bring to Check-in:**

**Please sort forms by type and then alphabetically for the medical and waiver forms.**

- **Any outstanding fee payments** - Only checks made payable to BSA can be accepted at check-in.
- **Youth Protection Training**- Verification that all participants 18 years of age and older are current with youth protection training.
- **Medical forms**- The registration staff will make sure all participants have a properly completed medical form but will not collect them from you. (The adult advisor will keep them until the entire crew makes its way to the Health Lodge to have medical re-checks later during your walking tour of The Summit Center.)
- **Summit Waivers for all participants**- All participants must have; a parent's signature is required for participants under 18.

- [Whitewater rafting waivers](#)- All rafting participants must have; a parent's signature is required for participants under 18.
- [Offsite climbing waivers](#)- Only those participating in the offsite climbing experiences included in the Helmets & Harnesses must have; a parent's signature is required for participants under 18.
- **Buddy Tags**- For all aquatic activities. Review [Appendix 7](#) for details.

**Pre-Medical Evaluation**- This is a form to help identify any known medical issues in the group. Only 1 form per group is required. This form will be given to you at check-in.

## MOVE-IN

After checking in at the Ruby Welcome Center you will be directed onto The Summit to Base Camp Bravo. If you have room in your vehicles for your Program Guide, they will hop in with you. If not, we will arrange transport for them.

**A note for groups traveling via charter**- Make sure that your charter service understands that the Ruby Welcome Center is a stop on the way to camp and that they will be needed to transport your group onto the site.

Once you have arrived at Bravo Camp your group along with the program guide will check in with the Bravo Tent City Staff. They will assign you a campsite and orient you to the bravo camp services and procedures.

## SUMMIT CENTER WALKING TOUR

- Base Camp Bravo facilities
- Summit Center activity areas and hours of operation
- Health Lodge and medical re-check (See medical recheck section below for details.)
- Sunday evening leaders' meetings locations and times (See leaders meeting section below for more details)
- Program assembly area
- Chapel Service locations and times
- Opening program location and time
- Dining hall
- Guest Services
- Trading Post

## MEDICAL RE-CHECK

During the walking tour, the guide will take the crew to The Summit Health Lodge. While there, The Summit's medical staff will take the crew through the medical re-check process. A medical staff member will meet with each participant and review their health form.

**Crews need to bring the following to medical re-check:**

- Pre-Medical Evaluation – 1 per crew (short form issued upon arrival.)
- Medical forms – 1 per person
- Any prescription medications
- Inhalers and Epi-Pens

The medical staff will review any concerns and prescription medications with the adult advisor regarding their crew members. Parents should also review with the adult advisor any prescription medications and medical issues prior to departure from home.

## **PROGRAM PATROL ASSEMBLY AND LEADERS' MEETINGS**

After the walking tour concludes it will be about time for dinner at The Summit Dining Hall. After eating with their program guide, the crew will head to the program patrol assembly. During the walking tour the guide will take the group by the locations for the program patrol assembly and the various meetings.

### **The Program Patrol Assembly- 6:00 PM Sunday**

As described earlier, a program patrol may be made up of participants from different crews. At the program patrol assembly, participants will meet up with the program patrol guide and their fellow patrol members. The program patrol will be going through their program track together and the program patrol guide will be with them for the core part of their experience. The program patrol guide will review program specific information and make sure the patrol members are prepared to start the program the next day.

### **Leaders' Meetings- 6:30 PM Sunday**

At 6:30, Summit staff members will conduct leaders' meetings for participants serving in the crew leadership roles. These meetings will help orient these leaders to their role in the crew and how they help to make the high adventure experience a "mountaintop" experience for their crew. The meetings run concurrently and the positions should be filled by different people. The specific leaders' meetings are as follows:

- Youth Crew Leader
- Adult Advisor
- Chaplain's Aide
- Outdoor Ethics Guide

## **CHAPEL SERVICE- 7:30 PM**

The Summit provides chapel services every Sunday for Protestant and Catholic denominations. Crews are not required to attend chapel service. Crews not attending chapel service should respect the services being held and not disturb them with distracting activity or noise.

### **Other Chapel Service Needs**

There are many faith traditions and The Summit cannot arrange appropriate chaplains for every faith. If you have a crew or crew members with faith traditions not represented in the services that The Summit can provide, we will provide a location for a crew-led service. So, that we can be prepared with a location, we would ask that you e-mail [Summit.Program@Scouting.org](mailto:Summit.Program@Scouting.org) with your request for a crew-led chapel service location. Put "Crew Led Chapel Service" in the subject line and submit requests 2 weeks prior to arrival.

### **OPENING PROGRAM- 8:30 PM**

Your first day at The Summit wraps up with the Opening Program. The Opening program will give participants a historical perspective on Southern West Virginia and The Summit and get them excited about the adventure to come.

## **COMMUNICATION AND PHONE NUMBERS**

### **ROUTINE MESSAGES FROM HOME OR WORK**

The Summit has very strong cell phone coverage in most areas of the property. You should be able to receive and respond to most calls on a timely basis. The cell phone numbers of all the Crew Advisors should be shared with the parents of the participants. In addition, all participants who bring cell phones should share their numbers with each other to facilitate easy communication between the members of the group on site and throughout the trip. Many groups set up a group text function to allow quick communication to all crew members

WI FI service will be available in certain locations within the crew living area as well as certain locations within The Scott Summit Center. Keeping up with your e-mails should be relatively easy, if that is your desire.

### **EMERGENCY MESSAGES**

During summer operations (June 10th – August 4th) The Summit will have a land line monitored 24 hours a day by a duty officer: **304-465-2900**. Note that this number is different than the one provided under the "Contact Us" section. This number is only in operation during the summer. We would direct all emergency communications from home to this number. Parents or Unit representatives at home should have the name of the participant they are trying to reach and their expedition number when they call. Routing the call through this number allows The Summit to get appropriate resources to help the crew deal with the emergency message from the start. If an emergency message is given directly to a crew through a personal cell phone, please alert a Summit staff member or the 24-hour duty officer as soon as possible so that The Summit staff can begin assisting with the situation immediately.

**24 HOUR PHONE NUMBER – 304-465-2900.** Share this number with all participant parents, guardians and spouses as well as key adult leaders from the unit or council who have remained at the home council during the event. This number will be monitored 24 hours a day starting June 10<sup>th</sup> and until August 4<sup>th</sup>.

## **YOUR ACCOMODATIONS WHILE AT THE SUMMIT**

Your crew will live in a campsite at the Paul R. Christen National High Adventure Base located at The Summit in Basecamp Bravo. The Summit provides tenting and cots for participants. Tents are 9 ½ feet by 9 ½ feet dome tents. 2 cloth cots are provided for each tent as well as a plastic ground cloth. A backpacking sleeping pad or air mattress may provide additional comfort, but are not required. Units should be prepared to set up their tents and cots upon arrival but it is possible they may already be set up for you.

At the end of the week we ask that groups move their tents to allow for the grass to recover. The Bravo Tent City Staff will guide you in moving your tents. They can be moved any time from Thursday afternoon to your departure on Saturday morning.

Shower houses use ambient temperature water to save energy and to be more sustainable. The use of solar bag showers is permitted; however, bags must contain no more than 2.5 gallons of water and must be used in the shower house.

Shower houses are marked Youth Male, Adult Male, Youth Female and Adult Female. **Those under 18 must use the youth facilities for their gender and those 18 years of age and over must use the adult facilities for their gender. This includes Venturers and Explorers who are over 18, but under 21.**

Shower houses are given a deep clean once a week by the tent city staff. Twice during the week, we require that 2 members of each crew report to the Bravo HQ to help the staff with a basic clean of the shower houses.

Food is served at the dining hall and cooking facilities are not needed in the campsite. **Campfires are NOT allowed in campsites. NO FOOD IS TO BE STORED IN THE TENTS OR CAMPSITE.** The Summit has communal fire rings for use that can be utilized by crews. Instructions on use will be given upon arrival.

Laundry services for participants are not available at The Summit. There will be access through the tent city staff to a few machines for “emergency” laundry needs. (Vomit/blood on sleeping bags, soaked sleeping bags etc.)

## **TECHNOLOGY**

The Summit offers wireless and cell phone connectivity. AT&T Wi-Fi Hotspots are available at The Summit’s base camps and in the Scott Summit Center. A password is not required to access these hotspots.

Charging stations are in the base camps and Summit Center. These are not lockable storage areas and it is intended that you monitor your items while charging. There is no electricity in the High Adventure activity areas.

Participants must remember that we are still a **CAMP** and participants should bring protective equipment to secure any sensitive electronics from the weather and elements.

### **PROTECT YOUR EQUIPMENT!!!**

Cell phones are relatively easy to secure with a case and zip lock bag. For larger items like laptops and tablets, protective bags or cases should be used. For groups who will be driving to The Summit we recommend that you store larger electronic items in the vehicle during the day and grab them in the evening. Severe storms are not uncommon in West Virginia and valuable electronics left in your tent may get damaged. The Summit is not responsible for lost, stolen or damaged personal items.

### **UNIFORMS**

The Summit recommends wearing the BSA field uniform at Chapel Service, the opening and closing programs as well as travel to and from the site. The field uniform is not recommended during activity participation. Some activities, such as the service projects, require long pants and or long sleeved shirts. Follow the personal equipment list provided in this guide ([Appendix 1](#)).

## **FOOD AT THE SUMMIT**

While at The Summit you will eat at The Summit dining hall for breakfast and dinner. For 2018 this will be a comfortable temporary tent facility. Depending on your specific program schedule lunch may either be in the dining hall or delivered to your program area for the day. Your first meal will either be lunch upon arrival or dinner, depending on the arrival time you indicate in your arrival plan. Your last meal at The Summit is breakfast on the day of departure. Your program guide will orient you to dining hall operations during your walking tour.

### **SPECIAL DIETARY NEEDS**

The dining hall has the capability to provide meals that meet various special dietary needs throughout your stay at The Summit, including but not limited to vegetarian, vegan, religious diets, food allergies, and many more. In the spring of 2018 you will be able to indicate on your roster in the registration system any special dietary needs for your crew members. In addition, please note any special diet needs on your medical forms, also identify yourself with dining hall management upon arrival and they will be happy to assist and review ingredients in the different items and review items that are available to you.

Upon arrival, you will also fill out a form for your group indicating any special needs for your participants and their program patrol number so that when delivering lunches the appropriate considerations can be made for those with special needs.

Common Special dietary needs that The Summit Dining Hall Accommodates

- Vegetarian
- Vegan
- Kosher
- Hallal
- Gluten Free
- Peanut Allergies

The dining hall can accommodate other special dietary needs in addition to the ones above. If you have questions about a special dietary need e-mail [Summit.Program@Scouting.org](mailto:Summit.Program@Scouting.org).

### **WILDLIFE AT THE SUMMIT**

Like any camp The Summit is full of wildlife. While here most all participants will get a chance to see deer, turkey, reptiles, fish, birds, insects and other creatures. While far less commonly spotted, black bears are present on the site. Respect for wildlife and the habitat we share with them here at The Summit is important during your stay. A crucial part of keeping a positive relationship to the wildlife at The Summit is how we store and handle food at camp. **NO FOOD CAN BE STORED IN YOUR TENT.** Any food should be secured in a personal vehicle or with Summit staff. The Summit has secure storage for shelf stable supplemental food. Please alert staff upon check-in that you have food that needs secured.

Please read the Wild Life and Natural Hazards section found in [Appendix 4](#) for more detailed information on black bears, snakes and insects.

### **PHYSICAL PREPARATION**

The programs at the Paul R. Christen High Adventure are designed as HIGH ADVENTURE which means there will be a challenging physical aspect to the program. The high adventure programs represented in this guide are not trek based in that you are not camping in a different location each day. This does not mean that the physical exertion is less than that of a backpacking or canoeing trek.

Regardless of the specific program you are participating in, one thing you will be doing a lot of at The Summit is hiking. Hiking is the primary mode of transportation for participants to all activities located on The Summit site itself. (Transportation is provided for any program elements held offsite, whitewater rafting, service projects and offsite rock climbing.) Depending on your program and your schedule for the day, it is not uncommon to hike up to eight miles in a day and possibly more.

In preparation, groups should organize preparation hikes of at least five miles two to three times a week starting in the winter/spring. Regular exercise that mixes cardio vascular exercise (running) and strength training (weights) will also be of help not only for your trip to The Summit, but for other Scouting adventures and your general physical wellness. The organized hikes with the group you are attending with will not only help to prepare you physically but help the group to come together and bond even before you leave for The Summit.

The Summit is in West Virginia, the MOUNTAIN STATE. This means that you will be hiking trails of varying elevations and grades while at The Summit. Take this into consideration when selecting routes for your preparation hikes. Try to find hilly areas and if you can, increase the level of difficulty as you get closer to your trip, as that will help increase stamina. Hiking trails in local parks or wilderness areas may better replicate the terrain at The Summit. However, your specific location as well as school and work schedules may mean hikes in a state park or wilderness area are difficult to organize during the school/work week. Consider organizing hikes around the local neighborhood. Chances are the terrain on these hikes won't be as strenuous, so consider increasing the distance to help you prepare. Many groups will utilize the regular weekly unit meetings to schedule a preparation hike before or after that regular meeting.

For groups living in flat areas without much elevation change, consider utilizing a local stadium and walking up and down the aisles to help build leg strength. Indoor arenas are also a great place for groups in colder climates to use. Speak with local colleges or other venues to check on their availabilities for such activities. Many venues, especially colleges, will already be open for these types of activities when other events are not scheduled.

Council Contingents made up of participants from all over the council may find it more difficult to organize these training hikes especially during the week. Because of this, the physical preparation may have to be done more on an individual basis. Participants should still utilize the buddy system when going on preparation hikes other than the ones the group organizes. Your buddy may be another member of the group, but it could also be a family member or friend who just wants to go on a hike. The important thing is to have at least one buddy. Also, be sure that the parents of the hikers know where they are going and their anticipated return.

Participants who want to attend The Summit but do not currently meet the BMI requirements listed in the BSA Annual Health and Medical Record should consult with their physician regarding a safe and healthy plan for weight loss.

A "Preparation Hike" is still a hike and the safety precautions you take on any hike should be taken on your preparation hikes. The following are some guidelines you should follow when hiking as a group or with a buddy.

- Carry the 10 essentials. This helps not only with safety but will also simulate the weight you will be carrying in your day pack while hiking on The Summit, roughly 10 to 15 pounds. See below for the list of the 10 essentials.
- Make sure parents and other leaders not on the hike know your hiking route, estimated departure and return times and let them know when you have returned.
- Check the weather forecast and make sure you are prepared for any possible rain, snow, wind, heat and cold.
- For organized group hikes, two deep leadership must be maintained just like any other Scouting event.
- Make sure to utilize the buddy system. As discussed above, sometimes participants may have to do some hikes other than organized group hikes.



- If you have a cell phone carry it for emergency communication.

### **The 10 Essentials of Hiking**

While at The Summit participants will be carrying a day pack for the items they will need throughout the day. A good guide for what you will be carrying is the “10 Essentials for Hiking.”

- 1) **Navigation Materials**- Map and Compass are essential to knowing and finding your way. GPS can be a great and useful tool, but you should also have the basic map and compass in case technology fails.
- 2) **Water**- Staying hydrated is key. If hiking in a wilderness area water treatment or filtration should be brought as well. (At The Summit, there is potable water at all activity areas.)
- 3) **Food**- Make sure to bring enough food appropriate for the planned length of your hike.
- 4) **Sun Protection**- Sunscreen, hats and sunglasses are all great tools to protect you from the sun’s rays.
- 5) **Appropriate Clothing**- Depending on the time of year, make sure to have clothing and weather protection for the conditions you may encounter. This could include rain gear, fleece sweater, a winter jacket etc.
- 6) **Fire Starter**- Matches and or lighter.
- 7) **First Aid Kit**
- 8) **Illumination**- Flash light or head lamp.
- 9) **Repair and Tool Kits**- Make sure to bring supplies to fix common problems with any items you may have. A multi-tool style pocket knife is an efficient way to bring a lot of tools.
- 10) **Emergency Shelter**- A tent, tarp or space blanket for emergency shelter.

## **CREATING THE BUDGET**

THE SUMMIT program fee represents only a portion of your overall expense. Please consider the following items before determining the per person fee that you will collect.

1. **SUMMIT FEE.** This is the per person amount that you will pay to THE SUMMIT for your planned program track.
2. **TRANSPORTATION.** Transportation costs may include air, bus or train fares, vehicle rental and fuel. Remember that some commercial carriers charge additional fees for checked baggage.

3. **LODGING.** Depending on your travel arrangements, you may need to stay one or more nights in route to and from THE SUMMIT. Lodging costs may include hotels, campgrounds, or other similar arrangements.
4. **MEALS.** THE SUMMIT will provide meals beginning with lunch or dinner on the day of your arrival and ending with breakfast on departure day. Plan to purchase travel meals in route to and from THE SUMMIT.
5. **TRAINING.** This includes all costs for crew events designed to prepare for your experience at THE SUMMIT.
6. **PROMOTION.** Include the cost of printing and postage. Additionally, many crews enjoy creating crew t-shirts, hats or other personalized attire or equipment.
7. **EQUIPMENT.** THE SUMMIT will provide all tents, cots and program equipment for your SUMMIT experience. However, if your trip includes additional camping, tours, etc., you may need to purchase crew equipment to accommodate these activities.
8. **SIDE TRIPS and TOURS.** If desired, your crew may choose to plan additional activities in route to and from THE SUMMIT. The cost of these activities should be part of your crew budget.
9. **CONTINGENCY.** Building a contingency into your budget creates a “rainy day” fund to meet unexpected expenses related to your trip. If desired unexpended contingency funds may be refunded to crew members at the end of your trip.

### **FEES AND FEE SCHEDULE 2018:**

**Summit Experience** \$779.00 per person

#### **Focused Programs**

- HELMETS & HARNESES \$779.00 per person
- THE MARKSMAN \$939.00 per person
- BERMS & BARS \$779.00 per person
- RAMPS & RAILS \$779.00 per person

The fees include food, program equipment, tent, cot and cooking gear (as needed). Participants provide their clothing and sleeping bag.

**NOTE-** Remember that a total of 6 people must be registered for a program track in a week for The Summit to be able to offer it. If a program doesn't meet the 6-person minimum by April 1<sup>st</sup> participants will be notified and we will help them select an alternate program track for the week.

### FEE SCHEDULE\*

- |                    |                          |
|--------------------|--------------------------|
| • May 31, 2017     | \$100.00 per participant |
| • October 31, 2017 | 50% of the balance due   |
| • March 31, 2018   | Balance due              |

We will take reservations until we are full. If you are a new registrant we will establish a schedule that is reasonable based on when we confirm a reservation for your group.

**Online credit card payments are the preferred method for making deposits and paying balances. However, checks can be accepted, if necessary.**

**Any checks should be mailed to:**

2017 High Adventure Program  
Summit Bechtel Reserve  
2550 Jack Furst Drive  
Glen Jean, WV 25846

### REFUND POLICY

The Summit must commit financial resources to purchase equipment, hire staff and otherwise prepare to provide a high-quality program. Therefore, participants must also make a financial commitment to attend. All fees are non-refundable and non-transferable in the event of cancellation. Please be conservative when making deposits or payments. Pay only for those who have financially committed to your unit or council to attend.

### SUMMIT STAFF DIRECTORY

Below is a listing of full time staff at The Summit that can help you with questions related to your High Adventure Experience at The Summit. **Everyone can be reached by phone at our main number 304-465-2800 during regular business hours 8 AM to 5 PM Monday through Friday.** This is not an entire list of the full-time staff but this is a list of those who will mostly likely be able to answer the questions you have about your trip to The Summit.

### Director of High Adventure

For general questions on the high adventure program such as facilities, housing, general equipment, food, transportation, etc. contact:

**David Kopsa-** Director of the Christen High Adventure Base at The Summit

**E-mail Address-** [David.Kopsa@Scouting.org](mailto:David.Kopsa@Scouting.org)

**Programs-** The Director is responsible for all High Adventure Programs and directly oversees The Summit Experience, Summit Trail Corps and The Extended Summit Trail Corps programs, as well as the 3 hour service projects in which all HA groups participate.

### Reservation Information

For questions on your reservation, payments, paperwork, etc. contact our registration team:

**Cristi Richardson-** Registrar

**Camela Rodgers-** Registration Coordinator

**E-mail Address-** [Summit.Program@Scouting.org](mailto:Summit.Program@Scouting.org) The Registration team is the administrator for this e-mail address which you have seen throughout this guide.

### Program Managers

For specific questions on your program track, program equipment and activities in which you will be participating, contact one of the program managers of the four Summit activity families: Aerial Sports, Aquatic Sports, Shooting Sports and Wheeled Sports.

**Aerial Sports Manager-** Troy Phillips

**Email Address-** [Troy.Phillips@Scouting.org](mailto:Troy.Phillips@Scouting.org)

**Programs-** Helmets & Harnesses

**Activities-** Climbing, rappelling, canopy tours, zip lines and challenge courses.

**Aquatic Sports Manager-** Isaac Colvard

**Email Address-** [Isaac.Colvard@Scouting.org](mailto:Isaac.Colvard@Scouting.org)

**Activities-** Lake kayaking, river kayaking, white water rafting, stand up paddle boarding and The Summit's Water Reality Obstacle Course.

**Shooting Sports Manager-** Ryan King

**Email Address-** [Ryan.King@Scouting.org](mailto:Ryan.King@Scouting.org)

**Programs-** The Marksman

**Activities-** Shotgun, rifle, pistol and archery.

**Wheeled Sports Manager-** Philip Waidner

**Email Address-** [Philip.Waidner@Scouting.org](mailto:Philip.Waidner@Scouting.org)

**Programs-** Berms & Bars, Ramps & Rails

**Activities-** Cross-country and Downhill Mountain biking, BMX biking, skateboarding.

## EQUIPMENT INFORMATION

Review [Appendix 1](#) for a detailed list of Equipment. The equipment is broken down into personal gear, crew gear and equipment provided by The Summit. Personal gear and crew gear are the responsibility of the participant and crew. **It is strongly suggested that you label your belongings.** The equipment provided by The Summit will be issued upon arrival and checked back in to The Summit at the end of the week. The Summit expects the same diligent care of our equipment that you will give to your personal and crew equipment.

### ADDITIONAL NOTES ON EQUIPMENT AND GEAR

- **Specialized activity clothing**-Bring clothes that are appropriate for hiking. If you have a lot of experience in one of the activities that we provide at The Summit, such as mountain biking and you have specialized clothing for that activity, feel free to bring those clothing items with you. If the activities are new to you, there is not a need to spend extra money on specialized clothing for the activities at The Summit.
- **Skateboarding, Mountain Biking and BMX**- The ideal shoe for these activities is a biking shoe, skateboard shoe or low rise tennis shoe with a thinner sole. These types of footwear also help reduce injury in these activities. Stiff and bulky hiking boots can make control more difficult on a skateboard and bike.
- **Safety equipment**- The Summit provides all required program and safety equipment such as helmets, pads, PFDs, ear protection, harnesses, etc. Do not bring your own safety equipment. The Summit knows the history of the equipment being used.
- **Closed toed shoes**- All Summit activities require closed toed shoes for participation.
- **Aquatics activities**- Closed toed shoes are required for all aquatics activities as well. Bring footwear that will be dedicated to being soaked for the week. There are types of sport sandals that are closed like a shoe in the front and open in the back like a sandal, these work very well for aquatic activities. An old pair of tennis shoes will work also. Moisture wicking shirts that dry quickly are recommended for our aquatics activities, which also provide protection from the sun while out on the water.
- **The Summit Trading Post**- We all know the motto of the BSA is **Be Prepared**. We also all know that no matter how hard you try someone is going to forget something. The Summit Trading Post will be stocked with many of the items on the equipment list that are crucial for participation. If the Trading Post is out of an item, The Summit staff will assist participants with purchasing crucial items from a retailer in the local area.

- **Custom Crew T-Shirts-** In 2018 you will be able to order custom crew t-shirts directly from The Summit Trading post. Details on ordering and pricing will be released in Spring of 2018.
- **Service Projects-** Long pants and a long-sleeved shirt are required for service projects. Some projects involve painting so these clothes should be ones that you don't mind getting paint on or a little dirty.

#### **Specialized Activity Equipment:**

The Summit has all the equipment you need to participate in our programs. Some participants in the focused or advanced programs with experience in their chosen program may prefer to use their own equipment. This section outlines what can be allowed subject to inspection by trained and qualified Summit staff.

Some equipment used for Summit programs can be very costly. When deciding whether to bring your own equipment, please take into consideration that **The Summit does not provide secure storage for your personal equipment and does not replace or repair lost, stolen or damaged personal equipment.**

- **Participants are NOT ALLOWED to bring personal firearms or archery equipment.**
- **Climbing Shoes-** The Summit provides climbing shoes for those participating in climbing activities. We do not consider climbing shoes as required safety equipment, so if you have a personal pair you would like to bring, please feel free to do so.
- **Bikes-** Participants Berms & Bars program can bring their own bike. A manager of the program area must inspect and approve the bike for use at the beginning of your program.
- **Skateboards-** Personal skateboards are allowed for all participants as they are small, portable and easy to inspect. A skateboard staff member must inspect your board each time you bring it to one of the skate parks.

## **SUGGESTED BACKDATING SCHEDULE - WINTER 2017/2018**

### **(C) Applies to items specific to Council contingents**

- Contingent approval notification to councils. (C) **FEBRUARY 15, 2017**
- Scout Executive assigns council staff member to serve as Contingent Advisor. (C)
- Council committee and advisor recruit qualified leadership. (C)
- Draft a tentative transportation plan.
- Participant fee established and approved, including Summit fee, transportation, travel housing, travel meals, and sightseeing fees, if desired.
- Council committee and advisor publicize contingent opportunities to troops and crews, including cost and age/weight requirements. (C)

#### **SPRING/SUMMER 2017**

- Collect deposit from each participant.
- Send contingent deposit to The Summit. **MAY 31, 2017**
- Continue recruiting to fill available space in crews.
- Finalize travel arrangements.
- Crew leaders plan crew preparation schedule.

#### **FALL 2017**

- Conduct Summit Parents' Orientation- Go to [www.summitbsa.org](http://www.summitbsa.org) and click on the marketing tool kit under the Council Resources tab for orientation materials. Download the program overview presentation with speaker notes for a canned orientation program. Also available are various videos and fact sheets about Summit programs.
- Collect advance fee payment from participants.
- Transmit advance fee to The Summit. **OCTOBER 31, 2017**

#### **WINTER 2017/2018**

- Participants schedule medical exam.
- Crews conduct training experiences and shakedown activities.

#### **SPRING 2018**

- Collect balance due from all participants.
- Transmit balance due to The Summit. **MARCH 31, 2018**
- Review Summit Leader and Participant materials.
- Ensure participant compliance with BSA Height/Weight restrictions.
- Complete the Arrival and Departure Plan card.
- Complete BSA Swim Check (for river program participants).
- Crews conduct training experiences and shakedown activities.

### **SUMMER 2018**

Your crew's high adventure experience is ready. The adult advisor will need to bring the following items to Check-In:

- Annual Health and Medical Record properly signed with attached copy of health insurance card for each participant.
- Properly completed and signed Summit Waiver Form (required by the State of WV) for each participant
- Rafting and Offsite Climbing Waivers as appropriate.
- Completed crew roster (with any changes or updates included)
- Completed swim check form (for river program participants).
- Evidence of wilderness first aid/CPR training certifications (card).
- Copy of approved tour plan.

### **LATE SUMMER/EARLY FALL 2018**

- Conduct Summit Family Night upon your return to share stories and photos with parents.



## APPENDIX 1:

### PERSONAL EQUIPMENT LIST

**Code:**

- \*- available at trading post
- S- Share with buddy
- F-Female participants

Equipment	Qty	Comments	Code	Check
<b>Upper Body</b>				
Sweater	1	like a light fleece sweater	*	
Jacket	1	light jacket for evening	*	
Rain Jacket and Pants	1	Sturdy and water proof, with a hood, coated nylon and breathable fabrics are acceptable.	*	
Shirt-Short sleeve	3	Moisture wicking, no cotton or nylon.	*	
Shirt- Long sleeve	2	Moisture wicking, no cotton or nylon. 1 for Service project.	*	
Sports Bra (F)	2	Synthetic	F	
<b>Lower Body</b>				
Long Pants	2	not jeans, one pair for service project	*	
Underwear	3		*	
Hiking Shorts	2		*	
Swim Trunks (OP)	1	For aquatic activities	*	
<b>Head Neck and Hands</b>				
Baseball cap or wide brim hat.	1	Sun protection for face and ears.	*	
<b>Packs and Bags</b>				
Duffle or Pack	1	100 liter size should be sufficient.	*	
Day pack	1	For carrying, food, water, rain gear etc. during the day.	*	
Gallon zip lock bags	6 to 12	For waterproof storage of clothing or other items		
small stuff sacks	2 to 3	Pack personal items/organize.	*	
Shower/toiletry bag	1		*	
<b>Sleeping Gear</b>				
Sleeping Bag	1	Rated to 30 degrees	*	
Sleep clothes	1 set	T-shirt and gym shorts worn only to bed.	*	
Sleeping pad	1 (OPTIONAL)	For added comfort on Summit provided cot.	*	
<b>Footwear</b>				
Hiking Boots	1 pair	Well broken in		
Socks	3 pair	Synthetic or wool	*	
Liner Socks	3 pair	Synthetic	*	
Camp Shoes	1 pair	lightweight sneakers or closed toed shoes		

Water shoes	1 pair	Closed toed shoes that can get wet. Required for any aquatics activity.	*	
Bike Shoes, skate shoes or low rise tennis shoes.	1 pair	For those participating in mountain biking, skateboarding or BMX.		
<b>Miscellaneous</b>				
Water bottle or hydration bladder.	3 quart capacity	If using a bladder be sure to bring at least 1 water bottle for drink mixes like Gatorade.	*	
Pocket knife or multi tool	1	Small knife sufficient	*	
Flashlight/headlamp1	1	Durable, bring extra batteries	*	
Compass	1		*	
Bandana	2		*	
Money	\$60.00			
Lip Balm	1	Moisturizing balm with SPF-25 or greater.	*	
Soap	1		*, S	
Sunscreen	1		*	
Toothbrush	1		*	
Toothpaste	1		*, S	
Towel	quick dry		*	
Tampon/pads			*, F	
Sunglasses	1		*	
Watch	1		*	
Camera	1		S	
Whistle	1		*	
Foot powder	1		*, S	
Notepad and pen	1		*	
Insect repellant	1		*, S	
<b>CREW EQUIPMENT</b>				
<b>Equipment Provided by Crew</b>				
Crew First aid Kit	1		*	
2 1/2 Gallon Collapsible Water Containers	2	For convenient storage of water in campsite.	*	
Duct Tape	1 roll	For equipment repair	*	
<b>EQUIPMENT PROVIDED BY THE SUMMIT</b>				
<b>Equipment Provided by Summit</b>				
9' x 9' Dome tent	2 people per tent	Ground Cloth Included		
Cots	2 per tent			
Picnic tables	2 per crew			
Dining Fly	1 per crew			

## APPENDIX 2:

### APPROXIMATE WALKING TIMES

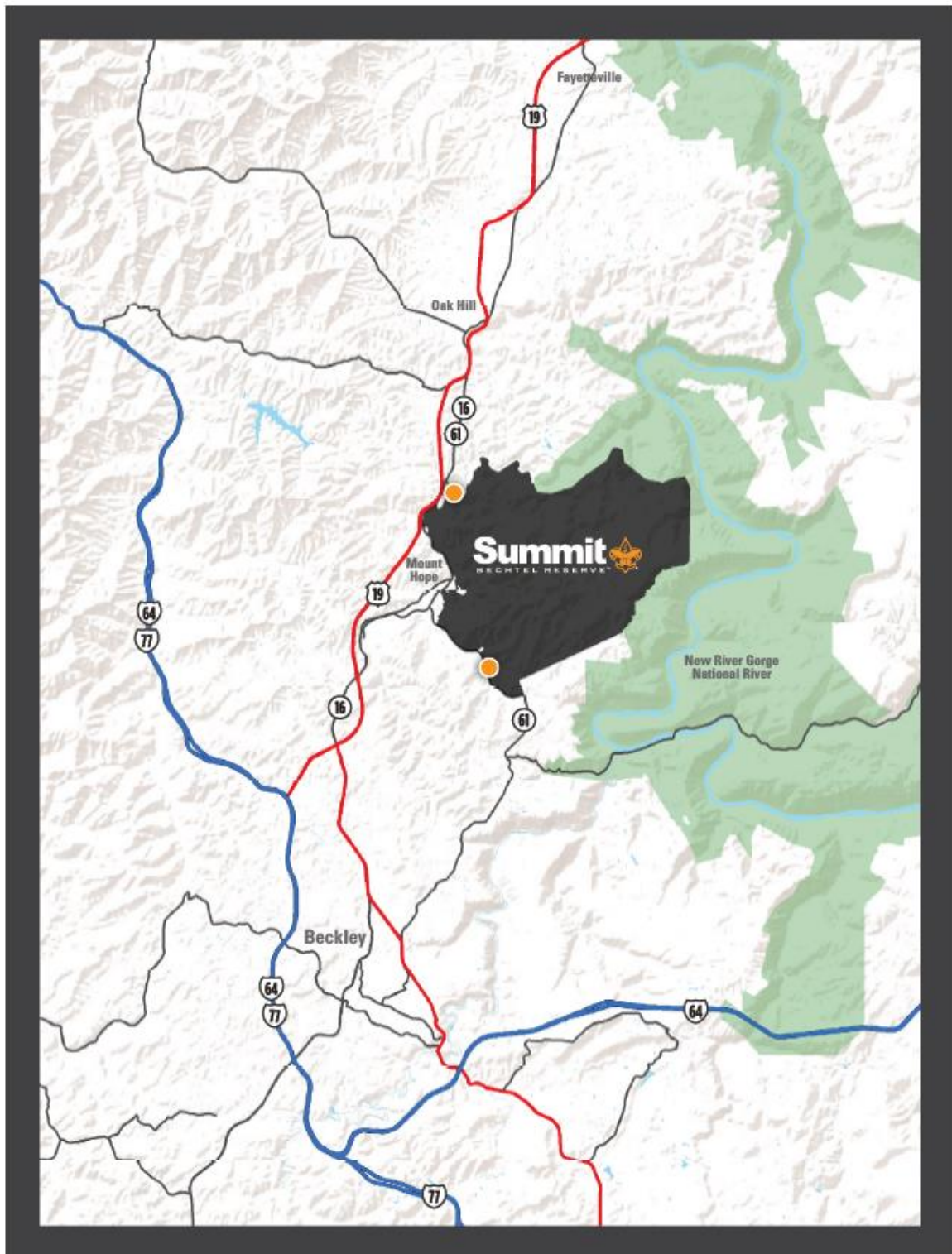
(In minutes)  
(Based on 3.5mph pace)

CODE	AREA	BARE	BARW	BOW	CAN	KAY	LG	HG	PARK	ROCK	ROPE	TRAX	BZIP	BCA	BCB	BCC	BCD	BCE	BCF	AP	BC	HL	SVC	TPTS	GGM
ADVENTURE AREAS																									
BARE	The Barrels (East end)	0	10	20	70	50	50	70	30	60	50	35	70	65	65	55	45	65	50	55	45	40	40	50	125
BARW	The Barrels (West end)	10	0	10	80	55	60	80	20	70	55	30	80	70	70	50	35	55	40	60	35	50	50	40	130
BOW	The Bows	20	10	0	70	50	60	80	15	60	55	20	75	60	60	40	25	45	30	55	25	40	40	30	120
CAN	The Canopy	70	80	70	0	40	50	60	65	50	45	75	60	10	10	45	55	90	75	20	45	35	30	40	70
KAY	Kayak at Lake B	50	55	50	40	0	15	40	45	10	15	55	40	25	35	25	35	60	55	25	25	10	15	20	85
LG	Low Gear	50	60	60	50	15	0	55	50	20	5	60	55	35	45	35	40	60	55	35	35	20	30	30	95
HG	High Gear	70	80	80	60	40	55	0	70	50	45	80	5	50	60	55	60	80	75	55	55	40	40	50	110
PARK	The Park	30	20	15	65	45	50	70	0	55	55	10	70	50	50	30	15	35	20	45	20	35	35	25	110
ROCK	The Rocks	60	70	60	50	10	20	50	55	0	20	60	50	35	40	35	40	60	60	35	35	20	20	30	95
ROPE	The Ropes	50	55	55	45	15	5	45	55	20	0	60	45	35	40	30	40	55	55	30	30	15	15	25	95
TRAX	The Trax	35	30	20	75	55	60	80	10	60	60	0	75	55	55	35	20	40	25	55	30	45	40	35	115
BZIP	The Zip (Big Zip) Launch	70	80	75	60	40	55	5	70	50	45	75	0	50	60	50	60	80	75	50	50	35	40	45	110
BASE CAMPS																									
BCA	Base Camp A	65	70	60	10	25	35	50	50	35	35	55	55	0	10	35	45	65	60	10	30	25	25	25	60
BCB	Base Camp B	65	70	60	10	35	45	60	50	40	40	55	60	10	0	35	45	65	60	10	30	25	25	25	70
BCC	Base Camp C	55	50	40	45	25	35	55	30	35	30	35	50	35	35	0	15	35	30	30	25	15	15	25	95
BCD	Base Camp D	45	35	25	55	35	40	60	15	40	40	20	60	45	45	15	0	20	15	35	10	25	25	15	110
BCE	Base Camp E	65	55	45	90	60	60	80	35	60	55	40	80	65	65	35	20	0	20	55	30	45	40	35	125
BCF	Base Camp F	50	40	30	75	55	55	75	20	60	55	25	75	60	60	30	20	20	0	40	25	40	40	30	120
SUMMIT CENTER																									
AP	Action Point/Consol Bridge	55	60	55	20	25	35	55	50	35	30	55	50	10	10	30	35	55	40	0	30	15	15	25	70
BC	Boulder Cove	45	35	25	45	25	35	55	20	35	30	30	50	30	30	25	10	30	25	30	0	15	15	5	90
HL	Health Lodge	40	50	40	35	10	20	40	35	20	15	45	35	25	25	15	25	45	40	15	15	0	5	15	85
SVC	Scott Visitor Center	40	50	40	30	15	20	40	35	20	15	40	40	25	25	15	25	40	40	15	15	5	0	10	80
TPTS	Twelve Points	50	40	30	40	20	30	50	25	30	25	35	45	25	25	25	15	35	40	25	5	15	10	0	85
GGM	Garden Ground Mtn (Central)	125	130	120	70	85	95	110	110	95	95	115	110	60	70	95	105	125	120	70	90	85	80	85	0
Note: Adjust time for slower hikers. warm/humid weather and/or hikers unaccustomed to hiking at 2,000 ft elevation																									

Note: Adjust time for slower hikers, warm/humid weather and/or hikers unaccustomed to hiking at 2,000ft elevation

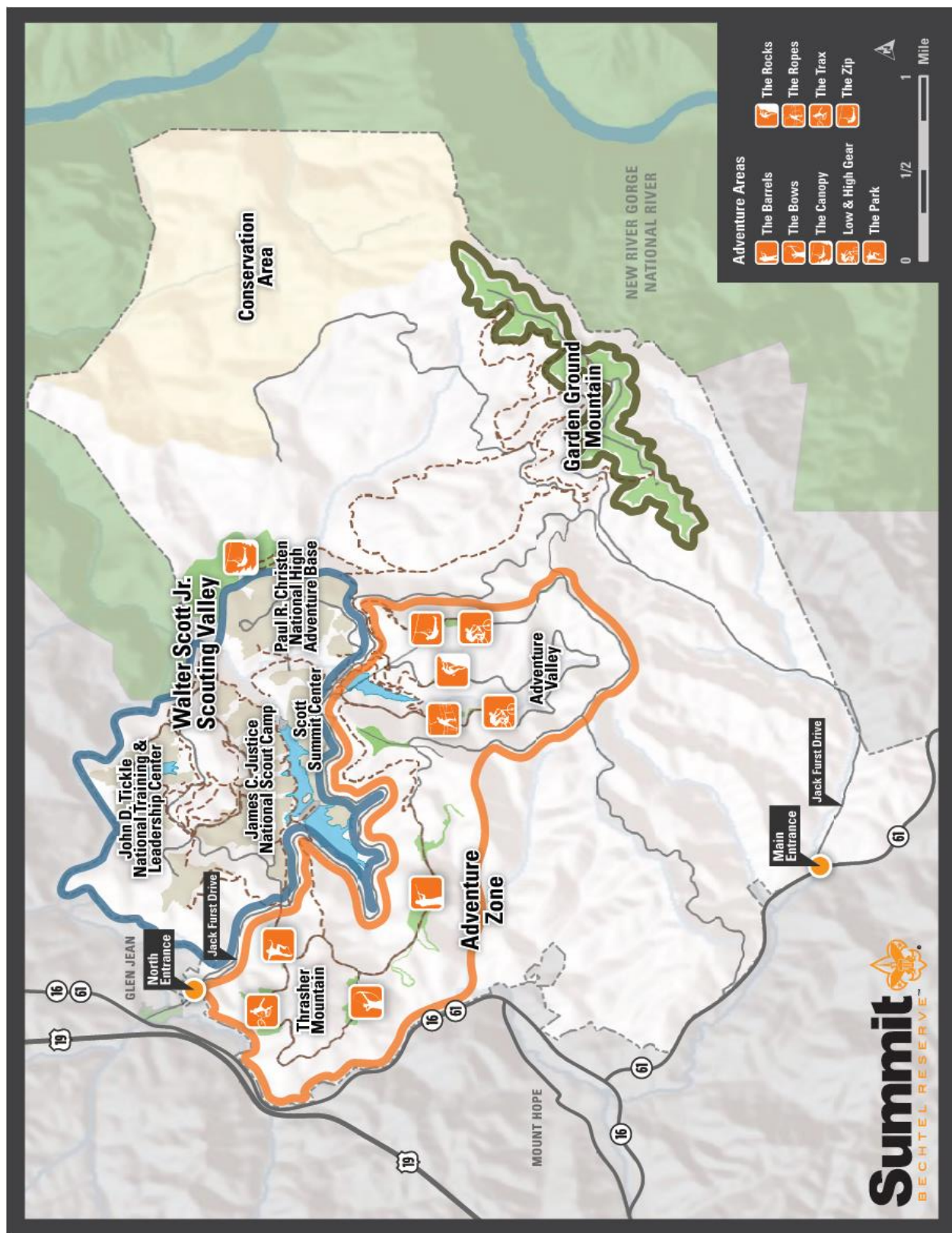
### APPENDIX 3:

### VICINITY MAPS



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## **APPENDIX 4:**

### **WILDLIFE AND OTHER NATURAL HAZARDS**

The Summit is home to a variety of wildlife and natural hazards. All participants and staff need to be alert to these hazards and know what to do in the event of a wildlife situation. Never feed any wild animals and maintain a safe distance even from seemingly harmless animals.

**WARNING: There is to be no food, soda, etc. stored in any tent overnight. All food MUST be consumed or placed in a trash container each evening.**

**Potential wilderness hazards include:**

1. Snakes
  - A. Copperheads
  - B. Eastern Timber Rattlesnakes
  - C. Water Moccasins
1. Black Bears
2. Deer Ticks
3. Stinging insects (Biting Flies and Mosquitoes.)
4. Poisonous plants

**Snakes:** Avoid tall grassy areas, areas with surface rock, and wet areas. Stay on trails. Do not approach any snake and treat all snakes as poisonous. If bitten, have the victim lay prone and rest quietly to reduce the spread of venom. Bitten areas should be kept in a neutral position at the level of the heart. If possible, attempt to identify the type of snake.

**Bears:** In the event a bear is encountered, attempt to leave the area. Do not under any circumstances approach a bear or go between a bear and bear cubs. Do not attempt to feed bears. If a bear approaches, make noise and wave your arms to scare it off. If the bear charges it may be necessary to fight back to avoid serious injury. **All bear sightings should be reported immediately to the Camp Director and all personnel removed from the immediate area of the sighting.**

**Rabies Carrying Animals:** Raccoons and other commonly observed small animals are known to carry rabies. Never attempt to approach any animal and report any animal acting in a strange manner, especially if the animal is unnaturally aggressive, to the Camp Director.

**Deer Ticks:** Deer ticks are known to carry Lyme disease. They can be found in grassy as well as wooded areas. While ticks are often hard to detect in the woods, they can be located by carefully checking clothes, skin and hair. A tick check should be performed several times a day and whenever leaving tick habit. Remove ticks from clothing, but seek medical assistance in removing ticks embedded in the skin or hair.

## SUMMIT WILDLIFE HAZARDS



### Copperhead

Copperheads are usually colorful and strikingly patterned snakes. They derive their name from the copper-like coloring of the head. The background color of the back and sides is tan to pinkish. There are darker, chestnut colored bands across the back and sides. Each band is of varying width, often described as hour-glass shaped. Newborn Copperheads are colored and patterned like adults, excepting the last inch or so of the tail which will be a bright, sulfur yellow color. Adults are usually in the range of 24 to 36 inches in length, although specimens of greater than 42 inches are not rare. Copperheads eat small rodents, birds, lizards, snakes, amphibians, and insects.

Copperheads are venomous, pit vipers. Copperheads account for more cases of venomous snake bite than any of our other species. Fortunately, their venom is the least toxic of the species. Bites from Copperheads are very seldom fatal; however, a bite may still produce serious consequences.

Copperheads can be found in most all habitats, although they often prefer to be near streams and other waterways. They may be found on hilltops or lowlands. It is not unusual for Copperheads to be found in forested or undeveloped areas within and near suburban developments. Copperheads prefer habitats with lots of vines, vegetation and/or debris. Their coloration and patterning is very effective for camouflage in dead leaves on the forest floor. Copperheads rely upon camouflage and cover for safety.

When danger is perceived, Copperheads will usually freeze in place and remain motionless for the threat to pass. This strategy works well in their natural habitat. Unless a person steps on them, grasps them, or otherwise comes very, very close to them, Copperheads will not usually bite. However, the bite will be readily used as a last defense. An agitated Copperhead will vibrate its tail rapidly. The relative abundance of Copperheads and their occurrences near human habitations is the reason bites from Copperheads are at the top of venomous snake bite statistics in the eastern US.





### **Eastern Timber Rattlesnake**

Timber rattlesnakes are secretive and passive animals. Timber rattlesnakes are thick-bodied snakes which may reach a length of five feet. Their diet consists primarily of small mammals, but may also include birds and eggs.

Rattlesnakes buzz or rattle only to warn approaching humans and predators. They assume a defensive posture or coil their bodies with a raised head and tail when they feel threatened. Similarly, they strike when feeding or as a defense and will retreat if possible.

Timber rattlesnakes often remain unnoticed due to their cryptic colors and camouflage patterns. In such instances, their secretive nature and passive behavior allow humans and predators to pass without interference. Most reported bites result from disregarding defensive displays and unnecessarily provoking the rattlesnake. Unexpected encounters with timber rattlesnakes are best avoided by employing a watchful eye in forest settings and by stepping carefully when in timber rattlesnake habitat.



## **BEARS, SPIDERS AND TICKS**



**Black Widow Spider**



**Brown Recluse Spider**



**Deer Tick**



**Black Bear**

## **APPENDIX 5:**

### **MARKSMAN OUTPOST CAMP INFORMATION SHEET**

To minimize hiking time and maximize program time, Marksman participants will camp Monday and Tuesday night at The Barrels Outpost Camp which will also allow for additional evening program time. Participants will return to the Bravo Base Camp on Wednesday afternoon following their third day of The Marksman Program. Tents and food will be provided at the Barrels outpost camp.

PLEASE NOTE that if only selected members of your Contingent have selected the Marksman program, they will participate in evening activities and camp separately from the other members of your Contingent on Monday and Tuesday nights.

Participants at The Barrels Outpost Camp will be provided a two-man tent and cots for sleeping. All meals will be eaten at the Barrels Range. Cooking gear and eating utensils are provided.

#### ***Equipment for your overnight program at The Barrels:***

- Flashlight or head lamp
- Sleeping bag or blankets
- Pillow
- Rain gear
- Toiletries
- Pocket knife (optional)
- Water bottle
- Camp chair
- Camera
- Light jacket or fleece for mornings
- Day pack
- Ear and eye protection will be provided but participants can bring their own if they wish.

On Monday morning Marksman participants will meet your Marksman Program Patrol Guides at the morning assembly at 7:30. Leave your overnight gear in Bravo in the designated area for Marksman Outpost Gear. You will walk to Bravo with your guides and assemble your overnight gear for pick-up and transport to The Barrels. Your Gear will be driven up and you will hike to the Barrels with your day pack, rain gear, lunch and filled water bottles. Exciting evening programs are planned during your stay at the Barrels.

## APPENDIX 6:

### Swim Test Master List



## Swim Test Master List

**Expedition #:** \_\_\_\_\_ **Unit & Unit #:** \_\_\_\_\_

*UNIT LEADER INSTRUCTIONS: All participants must complete a BSA Annual Swim test to participate in Summit programs. Use form 430-122 (<http://www.scouting.org/filestore/Outdoor%20Program/Aquatics/pdf/430-122.pdf>) for swim test instructions, supervision requirements, and to record the results.*

*If your unit will not be completing the swim test at the same time and location, you can use this form to consolidate swim test results as follows:*

- 1) Provide each youth and adult participant a copy of Form 430-122.
- 2) Each participant completes the prescribed swim test under qualified supervision. (see Form 430-122)
- 3) Collect forms from all youth and adult participants. Transfer the results to this master sheet.
- 4) File the original swim test records with your unit records and bring this form with you to the Summit.

**The following participants are classified as BSA SWIMMERS. DO NOT list non-swimmers or beginner swimmers on the list below. Date of swim test MUST be within one year of participation.**

	FULL NAME (PRINT)	DATE OF SWIM TEST
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

***Please list Beginners and Non-Swimmers on the back***

The following participants are classified non-swimmers or beginner swimmers on the list below. **DO NOT** list BSA swimmers below.

	FULL NAME (PRINT)	DATE OF SWIM TEST	✓ for Beginner Swimmer	✓ for Non-Swimmer
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

I certify that the BSA Swim Test results on this form are an accurate representation of the signed swim test forms (430-122) that have been provided by unit participants and that these forms are filed with the unit records. I understand that the Summits Aquatics Director may, at his or her discretion, re-test any participant.

\_\_\_\_\_  
**Print**

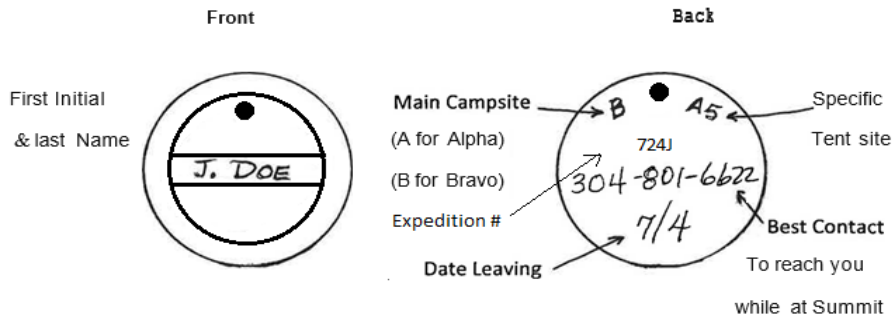
\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Sign**

## **APPENDIX 7:**

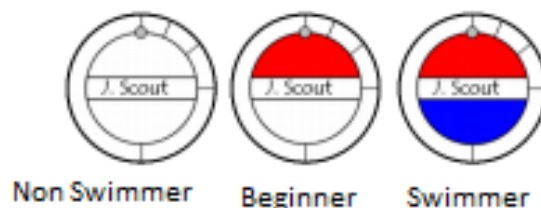
### **Buddy Tags**

***PLEASE PRINT LEGIBLY!!***



#### **Group Leaders:**

- Please make sure all tags are filled out legibly. Color tag to identify participants' ability level. See below for visual examples.
- You may not know your specific campsite until you arrive. Please fill out as much information as possible prior to arrival to expedite your check-in.
- The Majority of Waterfront Activities at Summit require an annual BSA swim test and have passed as a "swimmer". This includes Whitewater Rafting, Standup Paddleboard, Kayak, and Water Reality.
- Fill out 2 tags per participant for waterfront activities. We have more than one waterfront location. 2 tags allows the participant to leave a tag on the outboard at one waterfront and have an additional tag for another waterfront.
- Put filled out tags in enveloped marked with your Group name on it (i.e. Troop 157 etc....) and bring to waterfront with you at your scheduled times.
- Please, Please.... Don't lose your tags!
- Whitewater Rafting does not require a buddy tag but does require that you have had your annual BSA swimmers test and passed as a "swimmer".



## **APENDIX 8:**

### **RAFTING INFORMATION SHEET**

#### **Information for ½ day whitewater rafting elective.**

##### **General information**

- The Bus will go directly to the river put-in.
- Participants will return to The Summit before dinner.
- Guides have dry bags but they are meant for small sundries.
- The bus you are picked up in **WILL NOT** be the bus that returns you to The Summit. Take all items with you and **do not leave any items on the bus.**
- Show up dressed for the river on time at Summit Visitor Center. \$.25 lockers available there.

##### **Things to bring**

- Swimwear
- Closed toed shoes that can get soaking wet
- Sunscreen
- Any medications i.e. epinephrine pens, heart medications, etc.

##### **Things you may want to bring**

- Waterproof camera
- Hat
- Sunglasses w/ strap
- Outdoor sports-wear w/ long sleeves (if sensitive to sun) NO COTTON NO DENIM
- Water Bottle with carabineer clip

##### **Things you don't need**

- Towel
- Change of clothes

**Time-** AM Raft Electives should assemble at the Morning Assembly with their program guide.

PM Raft Electives should assemble at the White-Water Check in tent at **12:15 ready to go.**

## **APPENDIX 9:**

### **The Summit Duty to God Award**

The Summit provides this optional crew lead award to help keep participants focused on one of the 12<sup>th</sup> point of the Scout Law: Reverent.

- Chaplain's Aide must attend the Chaplain's Aide meeting on Sunday night.
- Attend one of The Summit's Chapel Services or conduct a crew lead service.
- Participate in a daily devotional lead by the Chaplain's Aide. Devotional guide provided at the Chaplain's Aide meeting.
- Participate in a daily Thorns, Roses and Bud's session.
- The Chaplain's Aide, Crew Leader and Adult Advisor will sign off on completion of the Award.
- When Completed present this sign-off sheet at the trading post and you will be able to purchase the patch.



Expedition # \_\_\_\_\_

Number of crew members who have completed the requirements \_\_\_\_\_

Chaplain's Aide Signature \_\_\_\_\_ Date \_\_\_\_\_

Crew Leader Signature \_\_\_\_\_ Date \_\_\_\_\_

Adult Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

## **APPENDIX 10:**

### **The Summit Sustainability Award**

Each participant at The Summit can earn The Summit Sustainability Award. There are five requirements to earn this award. Two of the requirements include documenting things, and one includes sharing those documentations. Documentations can be anything from a picture or video to a journal entry. (If your documentation is something you can post online, do it! The Summit has Wi-Fi!) We encourage you to earn this award and stay at The Summit of Sustainability both with us and in your future endeavors.



#### **The Summit Sustainability Award requirements:**

- Your Crew's Outdoor Ethics Guide must attend the Outdoor Ethics meeting held on arrival day. There they will pick up a small guidebook on Leave No Trace and hang tags for each member of your crew.  
(Only the Crew Ethics guide must complete this requirement.)
- Tour the Sustainability Treehouse and document at least five things that you learned. Write a pledge on the top of the Sustainability Treehouse (metal tags).
- Throughout your stay at The Summit practice the seven principles of Leave No Trace, document at least one example of each principle.
- Share the things you have documented with your troop/crew and ask them to share what efforts they've made to be sustainable either at The Summit or at home.
- Complete at least three hours of a service project with Summit Staff during your stay at The Summit.



**In order to purchase The Summit Sustainability Award from the trading post the following crew members must certify the # of crew members who have completed the requirements:**

Expedition # \_\_\_\_\_

Number of crew members who have completed the requirements \_\_\_\_\_

Outdoor Ethics Guide Signature \_\_\_\_\_ Date \_\_\_\_\_

Crew Leader Signature \_\_\_\_\_ Date \_\_\_\_\_

Adult Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_



## **APPENDIX 11:**

### **CORE PROGRAMMING TABLE**

The following table outlines the core programming scheduled for each high adventure program track. Core programming means that if you are registered for that program you will be scheduled for these core program elements automatically. Electives are scheduled based on an individual's elective requests in the registration system.

#### **SUMMIT EXPERIENCE**

**13 years of age by September 1<sup>st</sup>, 2017**

Core Activity	Location	Duration	Special Requirements	Recommendations
BMX	The Trax	1/2 Day		Bike Shoes, Skate Shoes or Low Rise Tennis shoes.
Skateboarding	The Park	1/2 Day		
Shooting Sports	The Barrels	1/2 Day		
Archery	The Bows	1/2 Day		
Climbing	The Rocks	1/2 Day	Must weigh between 50 lbs. and 250 lbs.	
Canopy Tours	The Canopy	1/2 Day		
Mountain Biking	Low Gear	1/2 Day		Bike Shoes, Skate Shoes or Low Rise Tennis shoes.
Challenge Course/Zip Line	The Ropes and The Big Zip	1/2 Day	Must weigh between 50 lbs. and 250 lbs.	
Lake Activities or White Water Rafting*	Goodrich Lake or The New River Gorge	1/2 Day	Passed Annual BSA Swim Test. Must wear closed toed shoes.	
Service Project	Various	1/2 Day	Sturdy hiking boots long pants and long sleeved shirt.	

#### **FOCUSED PROGRAMS:**

##### **HELMETS & HARNESSES**

**13 years of age by September 1<sup>st</sup>, 2017**

Core Activity	Location	Duration	Special Requirements	Recommendations
Climbing and Rappelling	The Rocks and New River Gorge	1 Day - the Rocks 1 Day- NRG	Must weigh between 50 lbs. and 250 lbs.	
Challenge Course	The Ropes	1/2 day		
Canopy Tour	The Canopy	1/2 day		
Zip Line	The Big Zip	1/2 day		
Service Project	Various	1/2 day	Sturdy hiking boots long pants and long sleeved shirt.	
Elective	Various	2 half day sessions		

## THE MARKSMAN

13 years of age by September 1<sup>st</sup>, 2017

Core Activity	Location	Duration	Special Requirements	Recommendations
Rifle	The Barrels	1/2 Day		
Shot Gun-Sporting Clays & Trap	The Barrels	1/2 Day		
Archery- Static, Sporting, 3D and Crossbow	The Bows	1 day		
Pistol Shooting	The Barrels	1/2 day	Must be 14 years of age or 13 and completed the 8th grade	
5-Stand and Competitive Shoot	The Barrels	1/2 day		
Zip Line	The Big Zip	1/2 day	Must weigh between 50 lbs. and 250 lbs.	
Service Project	Various	1/2 day	Sturdy hiking boots long pants and long sleeved shirt.	
Elective	Various	2 half day sessions		

## BERMS & BARS

13 years of age by September 1<sup>st</sup>, 2017

Core Activity	Location	Duration	Special Requirements	Recommendations
BMX- Skill Assessment	The Trax	1/2 Day		Bike Shoes, Skate Shoes or Low Rise Tennis shoes.
BMX- Skill Development	The Trax	1/2 Day		
BMX- Dirt Jump	The Trax	1/2 Day		
BMX- Freestyle	The Trax	1/2 Day		
BMX- Racing	The Trax	1 Day		
Zip Line	The Big Zip	1/2 day	Must weigh between 50 lbs. and 250 lbs.	
Service Project	Various	1/2 day	Sturdy hiking boots long pants and long sleeved shirt.	
Elective	Various	2 half day sessions		

## RAMPS & RAILS

13 years of age by September 1<sup>st</sup>, 2017

Core Activity	Location	Duration	Special Requirements	Recommendations
Skateboarding- Skill Assessment	The Park	1/2 day		Skate Shoes, Bike Shoes or Low Rise Tennis shoes.
Skateboarding- Skill development	The Park	1/2 day		
Skateboarding- Transition	The Park	1/2 Day		
Skateboarding- Street	The Park	1/2 Day		
Skateboarding- Bowls	The Park	1/2 Day		
Skateboarding- Vert/Foam Pit	The Park	1/2 day		
Zip Line	The Big Zip	1/2 day	Must weigh between 50 lbs. and 250 lbs.	
Service Project	Various	1/2 day	Sturdy hiking boots long pants and long sleeved shirt.	
Elective	Various	2 half day sessions		