

CANOE TRAILS PROGRAM – B S CREW #488  
CODE OF CONDUCT AGREEMENT  
& INFORMATIONAL DOCUMENT

January through December 20\_\_

The Canoe Trails Programs, sponsored by Venturing Crew #488, offer a once in a lifetime experience in the Canadian wilderness. It can be a wonderful adventure for those who come prepared to experience a primitive-style camping activity with no frills. Our volunteer staff will train the participants in the skills necessary to enjoy a wilderness camping & canoe trip by using experienced peers and adults as instructors. Skills taught may include: knot-tying, outdoor cooking, backpacking, hiking and portaging, axework, knifework, firebuilding, map reading, orienteering, and canoeing. While teaching and learning these skills, many of the participants also gain self-confidence and acquire leadership skills while establishing life-long friendships.

Every activity must have some rules and guidelines to ensure the health and safety of all involved, while allowing for an enjoyable experience overall. Listed here are several of the rules/guidelines and general information that every participant in the Canoe Trails program is expected to abide by and respect. Other guidelines will become apparent as the activities progress. Disregard of the rules, whether written or implied, will result in the appropriate disciplinary action as determined by the Canoe Trails Committee. In the event of disciplinary action resulting in the expulsion of a participant from an activity, the parent(s)/guardian(s) will be notified and arrangements made for the participant to be returned home AT THE EXPENSE OF THE PARENT(S)/GUARDIAN(S).

**Rules, Guidelines, & General Information:**

1. This is a co-ed program; males & females participate in most activities side by side.
2. Each participant **MUST** currently be a registered member of Venturing Crew #488 – Boy Scouts of America.
3. Each participant **MUST** be at least fourteen (14) years of age by July 1 of the current year.
4. Participants in the Canoe Trails programs are considered Youth until the age of 21.
5. All participants **MUST** pass the swim test annually, as given by persons designated by the Canoe Trails Committee. Until such time as the participant has passed the swim test, he/she will not be permitted to participate in any Canoe Trails water activities.
6. All participants are expected to cooperate fully with the staff conducting the training, and with the other participants. In return the Canoe Trails staff is expected to cooperate fully with the participants. However, if at any time a problem should arise, it **MUST** be immediately brought to the attention of the Canoe Trails Committee and the Trip or Training Leader.
7. Each participant will be sensitive to the needs of the other participants and staff by understanding that we each share the same goal for this activity, but that we are indeed different, and that we each have our own personal goals. Each participant will perform the duties as assigned to them via the Duty Roster by which the total group operates, as well as any other duties assigned by the Canoe Trails Committee, Trip Leader, Training Leader, or Staff Voyageur.
8. Each participant must satisfactorily complete the training requirements for each phase of training before being permitted to progress to the next phase of training. All training requirements must be met before the participant is eligible for consideration to participate in the wilderness trip.

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9. Each participant must return a current and complete Canoe Trails Health History & Examination by the deadline set forth in the current Training Schedule. This must be completed annually. It is important to remember that the participant may be away from **PROFESSIONAL MEDICAL CARE** for an extended period of time. ALL EXISTING CONDITIONS AND ANY OTHER PERTINENT INFORMATION MUST BE DISCLOSED!! The Health History & Examination will be reviewed at the start of the activities. Canoe Trails reserves the right to deny access to program activities to any person not viewed as physically or mentally capable of this strenuous program.
10. Each participant must complete and return this form before participation in activities is permitted.
11. The possession of, use of, or distribution of any alcoholic beverage during program activities is strictly prohibited & will result in the immediate expulsion of the participant. Any participant arriving at a program activity with liquor on his/her breath or appearing to be intoxicated will not be permitted to participate in the activity.
12. The possession of, use of, or distribution of any drug that has not been specifically prescribed for the “user” for medical reasons is **ILLEGAL** and is strictly prohibited. Such action will result in the immediate expulsion of the participant. Legal action may be taken at the discretion of the Canoe Trails Committee.
13. **ALL MEDICATION** will be collected at the start of each activity by the designated First-Aider for that activity. This includes patented and over-the-counter items such as aspirin, Tylenol, Advil, etc, as well as prescription drugs and/or medications. Any participant possessing or using any medication/medicine/drug not specifically prescribed for him/her by a health professional and noted on his/her medical form, or granted permission to use such medication via note from a parent/guardian or health professional will be immediately expelled from the event. Any participant, with the exception of the designated First-Aider, possessing any medication may also be expelled from the activity. Canoe Trails reserves the right to permit individual participants to administer their own medications, under specific guidelines, but only with the full knowledge of the designated First-Aider for the activity, who will maintain a record of all medications taken as well as any first aid related activity during the Canoe Trails activity. Unused medication shall be returned to the rightful owner at the end of the activity.
14. The possession or use of a firearm during program activities is strictly prohibited and may result in the immediate expulsion of the participant.
15. The possession of, use of, or distribution of any tobacco product by a minor, during a Canoe Trails activity, is strictly prohibited and may result in the participant’s immediate expulsion from the activity. Use of tobacco products by adults is strongly discouraged.
16. Any and all disciplinary or behavioral problems must be immediately reported to the Training or Trip Leader and the Canoe Trails Committee. Participants with serious disciplinary or behavioral problems will be immediately expelled from the activity and a decision on their return brought to the Canoe Trails Committee. Rulings by the Committee are final.
17. Each participant will observe all safety regulations established for the activities being conducted. Failure to comply with any of the established safety guidelines may result in the expulsion of the participant. All safety regulations and other guidelines will be reviewed at the start of the activities and discussed throughout the event as necessary.
18. Each participant is expected to respect the places and people with whom he/she comes in contact with, always remembering that they are a representative of the Boy Scouts of America, the United States of America, and Venturing Crew #488.

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19. Each participant will be responsible for his/her personal belongings and valuables, and will not hold the Canoe Trails program, Boy Scouts of America, Venturing Crew #488, or any other sponsoring group or individual responsible for any loss or damage due to his/her own negligence or neglect. The Canoe Trails Committee strongly urges you to NOT BRING ANYTHING OF SUBSTANTIAL VALUE (such as fine jewelry, expensive photography equipment, etc.) with you. Storage space is very limited.
20. Participants may be assigned pieces of Canoe Trails' equipment for which he/she will be responsible for throughout training. Any loss or damage to these items will be the responsibility of the respective participant. The participant and/or his parent(s)/guardian(s) may be "billed" for repairs and/or replacement, as necessary, to such equipment. The parent/guardian accepts full responsibility to ensure that these "billed" items are paid to Canoe Trails in a timely fashion, usually within thirty (30) days of receipt of the "billing."
21. Each participant will maintain and strive to improve his/her own physical strength and stamina in preparation for these activities. These activities are VERY DEMANDING BOTH PHYSICALLY AND MENTALLY!
22. Each participant comes to these activities with his/her own unique experiences and knowledge, but he/she must also bring with them an open mind and a willingness to learn and try new things. These activities will not be successful without openness. We ask that you try not to judge these activities against other experiences, as each activity is conducted in its own way and has its own uniqueness.

**Informational Items:**

1. It is understood that all persons must be currently registered in the Boy Scouts of America. A fee of \$20.00 will be incurred to accomplish this requirement. The application for membership in the Boy Scout program and the fee must be returned to the designated Canoe Trails person before participation in activities is permitted.
2. It is understood that the dues for the program is \$20.00 per year. Dues are paid by May 1 of the current year for returning Voyageurs and by the second activity for new participants.
3. Training fees, as noted on the Canoe Trails Training Schedule are due at the time of the activity.
4. Canoe Trails may conduct fundraisers to help defray costs of the Canoe Trails programs. The funds from such activities are used for program expenses of the Canoe Trails program and are not for individual use. Additional information regarding fundraising will be distributed with the Canoe Trails Training Schedule.
5. The fee for the Canoe Trails Canadian trip is \$350.00, plus a possible gas surcharge. The surcharge amount, if necessary, will be announced by July 10 and will be due before the trip departs.

The trip fee covers the cost of:

1. Transportation from Vanport, PA to Kipawa, Quebec, Canada and back.
2. Use of group equipment for the activity (packs, tents, canoes, paddles, PFDs, etc.)
3. Food and food supplies during the trip, excluding food during travel to and from Kipawa, Quebec.
4. First Aid supplies and other incidental items.

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A deposit of \$100.00 will be required as noted on schedule. Take note that the balance fee is due at the FIRST CANADIAN CHECK-IN (consult the Training Schedule). A late fee of \$25.00 may be added to the trip fee should it not be received by the First Canadian Check-In. In the circumstance that a participant is not eligible to participate in the Canadian trip or is not assigned to a Canadian tripping group, the deposit shall be fully refunded.

Any person who has not paid the required Canadian Trip Fee by the Second Canadian Check-In may be dropped from the trip roster or may be charged an additional late fee; an alternate may be chosen to fill the open spot.

In the event a participant withdraws from the Canadian trip, the deposit may or may not be refunded, at the discretion of the Canoe Trails Committee. A request for a refund must be forwarded to the Canoe Trails Committee within two weeks of the participant's withdrawal, noting the circumstances surrounding the withdrawal.

6. It is noted elsewhere, but bears repeating, that the forms and documentation required for this program are required to be fully completed and in the hands of the Canoe Trails Advisor **BEFORE** participation in activities is permitted. In the case when the necessary form or documentation is not received, the participant will be required to leave the activity.

BEFORE signing this agreement, please contact a member of the Canoe Trails Committee to discuss any questions or concerns. Their names and phone numbers are listed below.

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Mr. Mike Shovlin, BSA Liaison, VC #488 724-728-2070  
Mr. Jeff Young, Crew Advisor-Explorer Post #488  
Dr. Pam Crumrine, Post Advisor  
Ms. Charlie Beck, Canoe Trails Treasurer  
Mr. Andy Zachodni, Canoe Trails Committee Chair 724-643-2053

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I have read and reviewed the materials provided and all forms and attachments and do hereby agree to respect and abide by all rules and guidelines as noted, as well as other expressed or implied rules/guidelines and the general information contained herein, and am fully aware of the consequences should any of these rules/guidelines/general information points become compromised.

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Printed Name of Participant                      Participant's Signature                      Date

I/We \_\_\_\_\_ parent(s)/guardian(s) of \_\_\_\_\_ have reviewed all of the materials provided and all forms and attachments with the participant named herein and fully understand and accept full responsibility for my/our child's/ward's actions during these activities. I am/We are fully aware that I/we will be held financially responsible for any expenses incurred due to my/our child's/ward's actions or behaviors, and accept full financial responsibility for any additional expenses which may be incurred in the event my/our child/ward is expelled from any activity. I/we have spoken to the Canoe Trails Committee regarding any concerns/questions we may have had in regard to the Canoe Trails activities and are satisfied with the answers and information received. I/we also fully understand these activities to be very demanding both mentally and physically and are not aware of any items that have not been disclosed in writing by the Canoe Trails Committee.

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Printed Name of Parent/Guardian #1      Signature of Parent/Guardian                      Date

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Printed Name of Parent/Guardian #2      Signature of Parent/Guardian                      Date

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Received by \_\_\_\_\_ Discussed with \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_  
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\_\_\_\_\_ Participant Initials

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