

# PORT GUIDE



## SEA SCOUT SUMMER PORT 2026

Updated 10/29/2025

# Portside Pointers

- **Terminology:** To avoid rewriting the entire manual, please interpret all references as follows:
  - *Scout* → *Sea Scout*
  - *Scoutmaster* → *Skipper*
  - *Merit Badges* → *Sea Scout requirements*
- **Class Schedule:** There will be five class periods each day, each lasting 1 hour and 15 minutes. Four will be held during the day, with one additional session after dinner.  
**Swim Check:** All participants will be retested for swimming ability at camp, regardless of prior certifications. A pre-camp swim test is not required.
- **Swimwear:** For modesty and practicality, female participants are asked to wear one-piece swimsuits when swimming or boating.
- **Course Assistance:** Volunteers are encouraged to serve as course assistants, helping with attendance and ensuring two-deep leadership in classes.
- **Courtesy & Respect:** A true Sea Scout shows courtesy at every turn. Using respectful responses is a tradition that honors both Scouting values and maritime spirit.
- **Adult Participation in Classes:** Adults are welcome to observe all classes. However, please hold questions until after the session so instructors are not interrupted during instruction.
- **Uniforms & Supplies:** Please note that the Trading Post does **not** sell Sea Scout uniforms or insignia.

# Welcome to Tanah Keeta Summer Port 2026!

*To our fellow Scouts, Parents, and Leaders,*

*We are thrilled that you have chosen Tanah Keeta Scout Reservation as your*

*Summer Port destination for 2026. Our goal for Tanah Keeta Summer Port 2026 is to bring you time-honored TK traditions and a fun variety of merit badge classes while implementing new and improved programs. For those who've attended TK Summer Camp in the past, you will find new adventures. For those who've never attended TK Summer Camp, you'll find a program with well-loved traditions, exciting adventures, and an enthusiastic staff, sure to keep you engaged and smiling the whole week.*

*Our port sits on a bend of the river Loxahatchee. It is an ideal sanctuary with riverfront access, woodlands, spring-fed lakes, and diverse wildlife. In addition to our natural beauty, our port has a remodeled swimming pool. Over its rich 67-year history, Tanah Keeta Scout Reservation has seen many improvements to its facilities and portgrounds. From new buildings, changing technology, and uniquely designed programs, our port has always been a home to Scouting. But one thing that has never changed is our commitment to excellence to our Scouts and leaders.*

*As your Port Administration, we pledge to you our well-defined mission: to provide every Sea Scout with a safe, fun, and truly unforgettable experience, while fulfilling the mission of Scouting America.*

Yours in Scouting,

*Kris Hanson*

Port Director

*Victoria Orozco*

Program Director

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Pre-Requisite Completion Form

Port Map

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## CONTACT INFORMATION

### GULF STREAM COUNCIL – PORT INFORMATION & REGISTRATION ASSISTANCE

Julia or Joanne will be happy to assist you. Phone: (561) 694-8585

Sea Scout Summer Port Commodore – Wayne Newland, [waynewland@reagan.com](mailto:waynewland@reagan.com) 772-584-2450

### GULF STREAM COUNCIL – SUMMER PORT DIRECTOR

Kris Hanson

Email: [tk.krishanson@gmail.com](mailto:tk.krishanson@gmail.com)

### GULF STREAM COUNCIL – PROGRAM DIRECTOR

Victoria Orozco

Email: [victoriaorozcotk@gmail.com](mailto:victoriaorozcotk@gmail.com)

### TANAH KEETA PORT INFORMATION

Phone: (561) 746-8749 (during port only)

Mailing Address: Your scouts may receive mail during summer port addressed as follows:

Tanah Keeta Scout  
Reservation “Scout’s  
Name”, Unit #  
8501 SE Boy Scout Road  
Tequesta, FL 33469



This QR code will take you to the registration page

<https://www.gulfstreamcouncil.org/SeaScoutsCamp>

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## PORT DATES

Sea Scout Summer Port: July 5-11, 2026

## RESERVATION D E P O S I T S

Port Sites will be assigned based on when an initial payment is received. No deposit is required. Please note that if a unit brings fewer participants than the capacity of the portsite, they may be assigned to share a portsite. **Provisional participants do not need to request a portsite.**

## CAMP FEES

TRADITIONAL SCOUT BSA WEEKS	Early: By 2/15	Regular: By 4/15	Late: After 4/15
Youth	350.00	375.00	410.00
Provisional Youth (Overnight)	375.00	395.00	425.00
Adults	150.00	165.00	165.00

**Please note:;**/. When you register online the registration fee will be charged (i.e. \$350) and when you add the actual class the balance will be added to equal the total fee listed above. Also note: if paying during the late fee period, the late fee will apply to the above.

## PORT FEE NOTES

- ***Port fee includes a wristband, and plastic mug with a carabiner for each Scout (youth and adult). These items are not guaranteed after May 15, 2025.***
- To sign up for classes, 50% of camp fees must be paid.
- Late fees will be waived for scouts who have just joined.
- Select classes and will have additional fees to cover the cost of supplies. These are noted on the course registration list.

### PORT FEE SCHEDULE

1. Registration is open as of August 1<sup>st</sup>.
2. Early bird ends February 28<sup>th</sup>. Early bird rate applies to scouts PAID IN FULL by Feb 28<sup>th</sup>. If you pay half before February 28<sup>th</sup> and half after, the full base rate will apply.
3. Base rate ends April 15<sup>th</sup>. Again, the base rate applies to scouts PAID IN FULL by April 15<sup>th</sup>. If you pay half before April 15<sup>th</sup> and half after 15<sup>th</sup> the full late fee will apply.
4. Class fees are due before arriving at camp.

## EARLY / BASE / LATE FEES EXPLAINED

The different rates are based upon when an “effectively paid scout” is paid in full. If the account is not paid in full, payments made after that will “buy slots” at the late rate. If you have any questions about how port fees are calculated contact [tk.krishanson@gmail.com](mailto:tk.krishanson@gmail.com).

## REFUNDS

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- Units may reduce numbers without penalty until 5/30.
- After 5/30, port fees will only be refunded in case of documented illness, serious injury, death in the family, military transfer or unplanned summer school, which prevents attendance. Email refund requests to [Tess.English@scouting.org](mailto:Tess.English@scouting.org). These refunds will be calculated as spelled out below:
- Requests for refunds for participant cancellations will be calculated as follows:
  - ☐ **After 5/30** = 75% Refund
  - ☐ **Less than fourteen days** and until the event = 50% Refund
  - ☐ **Up to five days after** the event = 50% Refund
  - ☐ **Six or more days after** the event = No Refund
- Refunds for fees of \$10 or less will not be issued.
- Activities or events canceled by the Council will be refunded 100%.

## CAMPERSHIPS

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Gulf Stream Council has limited camperships available for Scouts registered in units within our council who need assistance in paying their port fees at Tanah Keeta Summer Port. Scholarship funds are limited to those who are truly in need and are available as long as funds are available. Units are encouraged to participate in council fundraising opportunities so that each scout can participate in Summe Port. Applications for camperships should be submitted no later than **4/1** using the online form located under the resources section of the summer port page. Unit leaders will be notified of campership allotments by **4/15**. Please note that camperships will be specific to the scout, not the unit. If the scout does not attend, the campership is forfeited. Scholarships are not granted for scouts to attend out-of-council camps. Apply for a campership here:

<https://www.gulfstreamcouncil.org/tksc-scholarship>.

## PROVISIONAL PARTICIPANT

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The provisional participant program allows scouts to attend port without their unit or to attend multiple weeks after the unit has attended. It is not uncommon for TK scouts to attend all weeks of summer camp! There are two types of provisional participants:

PROVISIONAL DAY PARTICIPANT: Day participants come to port before the first session and stay until they have completed their last session. They are also invited to stay for afternoon activities. They are provided lunch each day mug. If day participants wish to stay for dinner, they may purchase a meal ticket for \$8.00. Day participants attend port from Monday morning until noon Friday.

PROVISIONAL OVERNIGHT PARTICIPANTS: Overnight provisional participants become part of the TK Provo Unit (male Units and female Units) for the week and are supervised by Staff Skippers (male and female) and at least one additional adult leader. Provisional Units are limited to 40 scouts, who are formed into patrols of

8. Availability is on a first-come, first-serve basis.

**NOTE:** Scouts attending as overnight provisional participants should be of the maturity level that both parent(s) and Skipper are confident that they can anchor for a week without their unit.

***For this reason, the Skipper should submit an approval using the online form on the summer port website: <https://www.gulfstreamcouncil.org/provo-sm>***

## HOW TO REGISTER PROVISIONAL SCOUTS

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All requirements that a scout completes at port are stored in your account. Because of this, it is highly recommended (not required) that provisional scouts register for port **WITHIN THEIR UNIT ACCOUNT** if the unit has an account. (All Gulf Stream Units have accounts). In this way, the unit has a record of all the requirements completed when scouts have participated with us as provisional scouts. However, when registering a provisional scout within a unit account it is important to select the proper participant type.

1. Youth with Unit – a youth who is participating with the unit under the leadership of adults in the Unit.
2. Provisional Youth (Overnight) – a youth who is participating without the unit and is under the leadership of the Provisional Skipper.
3. Provisional Youth (Day Camper) – a youth that is not staying overnight but is coming for classes and activities Monday through Friday; the Provisional Skipper is the supervising leader.

## LEADERS

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SA National requires all leaders attending port for more than 72 hours to be registered leaders in SA with Youth Protection Training completed. To verify this upon check-in, please bring either a copy of the membership cards for your leaders OR a copy of your official recharter roster with the names of the leaders highlighted.

## ROTATING / PARTIAL PORT LEADERS

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Consistent leadership throughout the full week of port has proven to work best for the units and port. When it is necessary, leaders may rotate in/out and share a single leader fee. We ask that rotating leadership sign in and out of the port office when a leadership change occurs and that the port wristband be passed to the incoming leader. Also, please be aware that extra port patches and leader recognitions will not be available for multiple leaders sharing the same leader slot (rotating).

## ONLINE REGISTRATION INSTRUCTIONS

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All summer port registrations and payments will be made using our online registration system. ***Full directions with screenshots can be found at <https://users.tentaroo.com/>***



Note that the registration system is now fully mobile and can be done on any device.

**Please be sure when registering that:**

- 1. The T-shirt size is correct!!!
- 2. The rank is correct.
- 3. You have added both YOUTH and ADULT names to fill in the number of slots you have reserved.
- 4. You have selected classes for all youth (and adults if applicable)
- 5. You PAY IN FULL before coming to camp.

**REGISTRATION      CALENDAR**

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• 8/1:	Registration Opens	
• 2/28		Early bird rates end (remember this is for the number of scout equivalents paid in full)
• 2/1:		Class & Adventure Registration Opens
• 4/1		Scholarship Applications Due
• 4/15		Campership notifications sent to unit leaders.
• 4/15:		Regular rates end (remember this is for the number of scout equivalents paid in full) Last date to guarantee patches, t-shirts, and camp cups.
• 5/15:		
• 5/30:		Deadline for units to decrease numbers







1 Divider/Compass	Ultralight Dividers/Compass	<a href="https://store.shopusps.org/Catalog/Books-DVDs-/1173116.html">https://store.shopusps.org/Catalog/Books-DVDs-/1173116.html</a> No Substitute	Cost Appx \$12.00
1 Plotting Tool	USPS Plotter	<a href="https://store.shopusps.org/Catalog/Books-DVDs-/1170101.html">https://store.shopusps.org/Catalog/Books-DVDs-/1170101.html</a> NO Substitute	Cost Appx \$7.00
1 Parallel Rule <Optional>	15" Parallel Rule Item #145	<a href="http://www.weems-plath.com/">http://www.weems-plath.com/</a> or Equivalent	Optional \$27.99
1 Small Calculator		Optional cell phone	
6 Wood Graphite pencil 2B Lead	Prismacolor Pencils - <b>2B Lead</b> #116715	<a href="https://www.amazon.com">https://www.amazon.com</a> or Equivalent MUST BE 2B Lead	Cost Appx \$9.00
1 Paper Mate Dust-free eraser, white	<a href="#">Paper Mate® White Pearl® Latex-Free Erasers, Pack Of 3</a> Item #510613	<a href="https://www.officedepot.com/">https://www.officedepot.com/</a> or Equivalent	Cost Appx \$5.00
1 Small pencil sharpener with chip reservoir	Manual Pencil Sharpener #8911993	<a href="https://www.officedepot.com/">https://www.officedepot.com/</a> or Equivalent	Cost Appx 4.00 or less
1 Small magnifier	<a href="#">ICU Eyewear ZOOM Flip-Up Magnifier</a> Item #8542545	<a href="https://www.officedepot.com/">https://www.officedepot.com/</a> or Equivalent	Cost Appx \$3.25
1 Pencil/Navigation Tool Bag	Pencil Pouch #276059	<a href="https://www.officedepot.com/">https://www.officedepot.com/</a> or Equivalent	Cost Appx \$5.00
Notebook – 8.5 x 10		<a href="https://www.officedepot.com/">https://www.officedepot.com/</a> or Equivalent	Cost \$2.00

#### NAVIGATION TOOLS

If you are serious about Sea Scouting, you will want your own tools. Otherwise, check with your local US Power Squadron or Coast Guard Aux and see if they will loan you the first three items on the list. You will need to buy the rest.



Sea Scout Summer Port 2026 - Gulf Stream Council at Camp Tanah Keeta  
Daily Course Schedule Table (19 NOV 2025)

July 2026

TIME	SCHEDULED BLOCKS	ADVANCEMENT TOPIC OFFERINGS (Course or Class)					
0600	Daily at Your Billet (i.e. cabin/bunkhouse) REVEILLE						
0700	Daily at Wardroom (i.e. mess hall) MESS						
... .. 0800	Daily at Fantail (i.e. parade ground flag poles) COLORS						
0900	SESSION 1 0900 - 1030	Swimming SWM 101 Section 01 (5 sessions M-F)	Lifesaving LIF 201 Section 01 (5 Sessions M-F)	Propulsion Engines ENG 101 Section 01 (3 Sessions MTW)	Boating Safety BSC 101 Section 01 (5 Sessions M-F)	Navigation NAV 201 Section 01 (5 Sessions M-F)	Ves Maint & Repair VMR 201 Section 01 (2 Sessions RF)
1015							
1030	SESSION 2 1030 - 1200	Lifesaving LIF 201 Section 02 (5 Sessions M-F)	Propulsion Engines ENG 101 Section 02 (3 Sessions MTW)	Sailing SAL 101 Section 02 (5 Sessions M-F)	Std 1 <sup>st</sup> Aid SFA 201 Section 02 (5 Sessions M-F)	Ves Maint & Repair VMR 201 Section 02 (2 Sessions RF)	Swimming SWM 101 Section 02 (5 Sessions M-F)
1145							
... .. 1200	Daily at Wardroom (i.e. mess hall) MESS						
1300	LIBERTY						
1400	SESSION 3 1400 - 1530	Swimming SWM 101 Section 03 (5 Sessions M-F)	Lifesaving LIF 201 Section 03 (5 Sessions M-F)	Sailing SAL 101 Section 03 (5 Sessions M-F)	Propulsion Engines ENG 101 Section 03 (3 Sessions MTW)	Ves Maint & Repair VMR 201 Section 03 (2 Sessions RF)	Navigation NAV 201 Section 03 (5 Sessions M-F)
1515							
1530	SESSION 4 1530 - 1700	Lifesaving LIF 201 Section 04 (5 Sessions M-F)	Boating Safety BSC 101 Section 04 (5 Sessions M-F)	Std 1 <sup>st</sup> Aid SFA 201 Section 04 (5 Sessions M-F)	Navigation NAV 201 Section 04 (5 Sessions M-F)	Sailing SAL 101 Section 04 (5 Sessions M-F)	Swimming SWM 101 Section 04 (5 Sessions M-F)
.. . . . 1645							
1700	LIBERTY						
... 1800	Daily at Wardroom (i.e. mess hall) MESS						
1900	Daily at Fantail (i.e. parade ground flag poles) COLORS						
1930	LIBERTY						
.. . . . 2000	SESSION 5 2000 - 2130	Electric Sys ELS 101 Section 01 (2 Sessions MT)	Marine Weather MWX 201 Section 01 (3 Sessions MTW)	Long Cruise Planning LCP 101 Section 01 (2 Sessions RF)	Electronic Sys ELS 201 Section 01 (3 Sessions WRF)	Safety Afloat & Safe Swim Defense SAD 101 Section 01 (2 Sessions MT)	Ground Tackle Vessel Logs & Relative Bearings GVR 201 Section 01 (3 Sessions WRF)
2115							
2130	LIBERTY						
2300	Daily at Your Billet (i.e. cabin/bunkhouse) TAPS						

Course/Class Name	No. of Sections	Instructors	Description of Course or Class
<b>BSC 101</b> Boating Safety 5 Sessions	2 +2 as needed	Bruce Rodgers, CI	Covers the NASBLA content for State safe boating education.
<b>ELS 101</b> Electric Systems 2 Sessions	1	Michael McBride, CI TBDI	Basics of vessel 12VDC and 125AC electrical systems
<b>ELS 201</b> Electronic Systems 3 Sessions	1	Michael McBride, CI TD	Key vessel electronic devices (i.e. VHF, chartplotters/GPS, radar, VHF communications, autopilot)
<b>ENG 101</b> Propulsion Engines 3 Sessions	3+ 1as needed	Dave Artigas Howard Anderson	Introduction to gasoline and diesel propulsion engines, 4-stroke and 2-stroke engines, types of engine drives
<b>GVR 201</b> Ground Tackle Vessel Logs & Relative Bearings 3 Sessions	1	Howard Anderson Dave Artigas	Discover the components of ground tackle and their various uses, anchoring ratios, how to complete vessel logs (e.g. deck logs) and how to communicate via relative bearings.
<b>LCP 101</b> Long Cruise Planning 2 Sessions	1	Bruce Rodgers, CI TBD	Develop the skill sets to trip and "Long Cruise" planning a implementation, and construct an example trip plan.
<b>LIF 201</b> Lifesaving 5 Sessions	4	GSC Waterfront Staff	Complete the requirements for Lifesaving merit badge.
<b>MWX 201</b> Marine Weather 3 Sessions	1	Bruce Rodgers, CI TBD	Learn to "read" the weather with the use of observations, instrumentation, and surface weather maps.
<b>NAV 201</b> Navigation 5 Sessions	3+1 as needed	Michael McBride, CI Louis McBride, CI	Master the arts of navigation and piloting with the use of nautical charts, plotting and measuring tools, along with critical calculations such as 24-hour time and 60D=ST.
<b>SAD 101</b> Safety Afloat & Safe Swim Defense 2 Session	1	Wayne Newland TBD	Complete the required Scout training for "Safety Afloat" and "Safe Swim Defense", both advancement requirements in the Sea Scout advancement portfolio.
<b>SAL 101</b> Sailing 5 Sessions	3+1 as needed	David Albury GSCWaterfront Staff	Learn the basics of hull terminology and the components of fixed and running rigging. Rig a sailboat and use it for practicing the points of sail and vessel rules of the road.
<b>SFA 201</b> Standard 1st Aid 5 Sessions	2+2 as needed	American Heart Association Staff	Complete the certification for an AHA Standard First Aid course and the certification for CPR as prescribed by the AHA.
<b>SWM 101</b> Swimming 5 Sessions	4	GSC Waterfront Staff	Complete the requirements for Swimming merit badge.
<b>VMR 201</b> Vessel Maintenance & Repair 2 Sessions	3+1 as needed	Howard Anderson Dave Artigas	Introduction to filter and oil changes, impeller changes, and zincs

**CI** = Certified Instructors for NASBLA Boating Education and various America's Boating Club Courses (e.g. Weather, Navigation, Electronics/Electrical, Cruise Planning, etc.)

## PREPARING FOR PORT

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This list provided below is a simple guideline to plan what you will need for your week in port. Your Skipper may have other suggestions that do not appear on this list. Clothing and personal property should be permanently marked with your name and

Ship #. There is a lost-and-found box in the Port Office. Medications should be in the original pharmacy containers clearly marked with the patient's name, Ship #, medication name & dosage.

We recommend packing your items in a footlocker that can be locked. Day packs are recommended for carrying essentials around port.

### ***Please leave these items at home:***

- Electronic Devices (Radios, Game Systems, etc. Cell Phones should be limited use.)
- Sheath Knives / Fixed Blades, Axes / Saws, Fireworks, Weapons of any kind.

### **Official Sea Scout Uniform:**

- Hanger
- Short Sleeved Shirt
- Shorts/Pants
- Belt
- Scout Socks (more than 1 Pair)
- Unit Neckerchief & Slide
- OA Sash
- Camping Chair
- Sleeping Pad
- Sleeping bag or blankets
- Pillow and Pillowcase
- Twin sheets (optional)

### **Clothing:**

- Socks (6 pairs)
- T-Shirts (6) (Scout-related/Scout-appropriate)
- Underwear (6)
- Pair of Long Pants (1)
- Pair of Shorts (4)
- Sweatshirt/Jacket
- Sleepwear
- Hiking shoes/boots (broken in)
- Extra Pair of Shoes (**No Open-Toe Sandals/Shoes**)
- Raingear/Poncho
- Bathing Suit and Beach Towel
- Water Shoes *\*shoes are **required** for boating MBs*
- Handkerchiefs/Bandanas
- Hat / Sunglasses
- Clothing/Accessories for Theme Days

### **Camping Gear & Bedding (Cots supplied by camp):**

- Footlocker 13"-14" tall with lock
- Flashlight (w/extra batteries & bulb)/Headlamp
- Refillable Water Bottle
- Dirty Laundry Bag

## PACKING FOR PORT

### Toiletries:

- Soap/Bodywash & Shampoo
  - Towels and washcloths
  - Toothbrush & Toothpaste
  - Comb or Brush
  - Deodorant
  - Tissues
  - Shower Shoes (Water Shoes or Crocs)
  - Medication – Clearly labeled
  - Gold Bond
  - Chapstick
  - Sunscreen
  - Hand sanitizer
- 

### Other Items:

- Day Pack / Backpack
- Insect Repellent
- Mosquito Net (Sansbug Folding Net recommended)
- Personal First Aid Kit
- Battery-powered fan w/ extra batteries
- Watch / Battery-powered Clock
- Compass
- Camera
- Merit Badge Supplies or Items listed as pre-requisites; Notebook and Pencil/Pen
- Optional: Board/Card Games, Bible or Prayer Book, Musical Instrument (if you play one)
- Spending Money (recommended \$50-\$75)

Trading Post Souvenirs & Snacks

### SUGGESTED SUMMER CAMP PACKING LIST (CONT)

#### **Recommended Ship Packing List:**

- Ship First Aid Kit
- U.S. Flag
- Ship's Flag
- Tools
- Rope/Paracord/Clothesline & Clothespins
- Games/Cards/Campsite Activities
- Lighter
- Items for Camp Gadgets

#### **Provided in the Campsite:**

- Canvas tents mounted on platforms – each with two cots
- Pavilion with lights and overhead fans
- Picnic Tables/bulletin board
- Flagpole
- Fire Ring
- Running Water (hot and cold)
- Latrine with showers/toilets & supplies (toilet paper/soap)
- Cleaning supplies/garbage bags

## CHECK IN

### ARRIVAL TIME

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Units should plan to arrive at port **no earlier than 1:30 p.m. and no later than 5:00 p.m.** on Day 1. If your unit cannot check in during these times, you are requested to contact the port director at least one week before the arrival date to make arrangements to ensure all the logistics surrounding a modified check-in can be organized.

### REQUIRED DOCUMENTS FOR CHECK-IN FOR UNITS

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1. A unit roster of summer port participants (**youth and adult**). We highly recommend that you print your RECHARTER Roster and highlight those who are in attendance. This way, we can be sure that all participants are registered Scouts and that all adults in attendance are registered leaders in the unit. **NOTE: Please ensure all scouts and adults are registered, including newly joined scouts.**
2. OUT OF COUNCIL ONLY: Certification and claim forms for Unit Accident & Sickness Insurance. This can usually be found on your Council's website.
3. Any outstanding payments.
4. For each youth and adult leader:
  - ✓ The BSA Annual Health and Medical Record, *completely filled out*, signed by a physician and guardian, and dated within 12 months. **A copy is recommended.**
  - ✓ A copy of the Family Insurance Card attached to the medical form.
  - ✓ Medication Dosing Form for each attendee bringing prescription medication.
  - ✓ Any program-specific permission forms (i.e. SCUBA, Permission to leave Camp)
5. Unit Health Officer Waiver Form

### REQUIRED DOCUMENTS FOR CHECK-IN FOR PROVISIONAL SCOUTS

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Provisional scouts should have everything listed in #3, #4 & #5 above plus Provisional Scout Code of Conduct: <https://www.gulfstreamcouncil.org/tksc-forms>

### CHECK-IN

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Upon check-in, you will meet with your guide who will guide you through the check-in process. Be sure to have all the required documentation. Each unit will be guided through check-in to prevent any one area from becoming too congested. \*The check-in process may be changed in the event of inclement weather.

The check-in procedure will include the following: Paperwork Check, Photo, Medical Screening Port Orientation and Tour, Swim Tests.

## CHECK IN

### ANNUAL HEALTH AND MEDICAL RECORD

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**This is the area that causes the most issues at check-in so please adhere to the policies listed below. WE CANNOT MAKE EXCEPTIONS to the health form requirements as it is a violation of National Camp Standards.**

Annual Health and Medical Records completed and dated within the last 12 months are required for all campers and leaders who are on the property during summer port. Here are some very important points regarding the Health and Medical Records:

- All 3 parts (**A, B, and C which include a physical dated within 12 months of the last day of port**) are REQUIRED for all campers on property more than 72 hours.
- Please understand that it is the responsibility of EACH PARENT to ensure that their scout has the correct medical forms. It is not the camp's responsibility to track down the forms from Skippers, the OA etc. There is NO FILE OF HEALTH FORMS at camp or the council office from previous activities. A new form must be brought to port either with the unit or the scout.
- Rotating leaders on property less than 72 hours require form A and B.
- The Annual Health and Medical Record is located under the resources section of the summer port page. This is THE ONLY FORM allowed. **Sports and school physicals will not be accepted.** <https://www.scouting.org/health-and-safety/ahmr/>, you will need to download the camp version with BSA C.

✓ This form is a fillable PDF (Parts A and B). A typed form is preferred over a handwritten form for legibility purposes.

- All information should be filled out COMPLETELY including immunization and emergency contact information.
- Certified and Licensed healthcare providers recognized by the BSA to perform these exams include: physicians (MD, DO), nurse practitioners, and physician assistants.
- Please only send **COPIES** (clean and easy to read) of your health form to port.
- **Do not mail, email, or bring health forms to the council office prior to port. All health forms should be brought to port.**
- Units can assist us by pre-checking all health forms to ensure they are accurate, complete, and neatly organized in a binder alphabetically. **It is easiest for us if the forms are NOT in Health Forms only.**
- **Health Forms that note prescription medications or have noted health issues should be separated out, as they will be checked in at a separate station.**
- **PLEASE READ THIS!!!! If you do not have the complete and correct health forms you will not be permitted to check into camp.**

### HEALTH LODGE

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The camp health lodge is staffed 24 hours a day by qualified health officers who will handle all minor injuries, scrapes bruises, etc... Any person requiring care outside of the scope of the health lodge will be referred to urgent care or the emergency room of the local hospital. For insurance purposes and for the health and safety of all participants, all accidents and illnesses must be reported to the Health Lodge and recorded.

## HEALTH AND SAFETY

### TRIPS TO THE HOSPITAL OR DOCTOR

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It is the responsibility of the unit leadership to provide transportation for the unit member(s) requiring attention from a doctor or a hospital unless the Health Officer determines that emergency transport is necessary. One adult leader from the unit, and one additional adult leader, will accompany the unit member(s) requiring services and is asked to carry insurance forms in for completion. He/she must obtain the Scout's health and medical form from the Health Lodge before going to the doctor or hospital.

Parents or guardians will be notified by the Port

Director immediately of any serious illness or injury. If parents will not be at home while the scout is at port, have them advise the unit on how they can be contacted. The Port Health Officer must clear all cases requiring outside medical care. The following medical facilities are the designated summer port providers:

Jupiter Medical Center: 1210 S Old Dixie Hwy, Jupiter, FL 33458

Helix Urgent Care Tequesta: 225 US-1, Tequesta, FL 33469, (561) 747-4464

### ACCIDENT AND SICKNESS INSURANCE

Each camper and leader should have a copy of his or her personal health/accident insurance card attached to their health form. The Scouting America - Council Accident and Sickness Insurance Plan provides secondary coverage for registered Scouts. Gulf Stream Council provides insurance for all units registered within the council.

**NOTE:** Out-of-Council units will be required to show "proof of unit insurance" at check-in. This can usually be found on your Council's website.

### MEDICATIONS

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Prior to arrival at port, units should fill out the Medication Dosing Form for each unit member taking medication. Use one form/sheet for each camper. The medication, dosage, and dosage schedule should be recorded. Each unit should be prepared to show these forms at check-in to the Port Health Officer and then keep them updated throughout the unit's week at port. We will ask that you leave these completed forms at the port when you depart. We will maintain them safely in the permanent port medical files.

Prescription medication should be in the original container with the medication name, strength, dose, and frequency marked on the container. Any over-the-counter medications brought with camper(s) should be labeled clearly and listed on the BSA Health Forms. Any medications that can be dispensed, such as Motrin, and Benadryl, should be listed or included. Aspirin will not be given to campers under 18 years old. Aspirin will only be given, if risk for stroke or heart attack, per medical dispatch.

Generally, all medication will be dispensed in the unit area by a responsible adult leader. Medication should be kept in a locked box issued by the .port. Medication requiring refrigeration or injection may be kept in the Health Lodge. This medication may be dispensed by the Port Health Officer or the unit leader. It remains the responsibility of the unit leader to ensure that the scout is present at the appropriate times for medication.

Be sure to properly fill out the Health Form regarding medications and make sure to check the yes/no boxes regarding the administration of over-the-counter medicine.

**Important Note:** If the BSA Medical Form indicates that an individual must have an inhaler,

## HEALTH AND SAFETY

EpiPen® or similar medical device, the health officer must confirm that the individual has the required item(s) in their possession. If the items are not in possession of the camper or leader, they must either obtain the items indicated on the form or the individual will be required to leave port. **These must be kept in their front right pocket.**

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## HEALTH AND SAFETY

### HEALTH AND SANITATION

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Living in a communal setting such as port can promote the transmission of illnesses more readily than when at home. Therefore, we strongly recommend for every camper to:

- ✓ Wash hands regularly
- ✓ Do Not share towels or Water Bottles
- ✓ Cover mouth and nose when sneezing
- ✓ Practice high standards of personal hygiene
- ✓ Visit the health lodge at the first sign of illness

If a participant is sick with nausea, vomiting, diarrhea, or fever prior to port, please leave that person at home. Camp Management and the health team reserve the right to send a participant to a local healthcare facility to get checked if they suspect a participant has a health concern that may affect the health & safety of the port.

### PORT SECURITY

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All attendees will be required to wear the wristband issued at check-in. Staff will be identified by a TKSC name badge or wristband. All visitors to port MUST report immediately to the port office to sign in and receive a visitor's wristband. Upon leaving port, it is required that visitors sign out and turn in the wristband. NOTE: If a leader is coming to port to relieve another leader, they must first sign in (and the other leaders need to sign out). Any person on port without a name badge, a visitor badge, or a wristband should be reported immediately to the port office.

### THE BUDDY SYSTEM

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The Buddy System should be used at all times. The buddy system is a safety measure for all Scouting activities. Buddies should know and be comfortable with each other. Self-selection with no more than two years of age or significant differences in maturity should be strongly encouraged. When necessary, a buddy team may consist of four Scouts and is required for mixed-gender buddies. No youth should be forced into or made to feel uncomfortable by a buddy assignment.

### PORT EMERGENCY PLAN

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All units will receive a Port Emergency Procedures Manual at the Sunday leaders' meeting. (It is also located on the Summer Port page). Port Management makes every reasonable effort to monitor weather conditions that may pose a threat to the health and safety of the port. Unit Leaders are ultimately responsible for the safety of their Scouts. Below are the highlights of the plan:

**CAMP SIREN:** In the event of an emergency in port, the port siren will be sounded in one of two ways. Each way will direct you to a specific location.

1. Long blasts (30 seconds or more) - when this alarm is sounded all persons in port will assemble in the parade field, quickly and safely, by unit, including all staff. Each leader will account for all the members of his or her group and then await direction.
2. Short blasts (10 seconds each) - when this alarm sounds it indicates severe weather and everyone should move to their assigned location, quickly and safely, as follows:

## HEALTH AND SAFETY

- a. LASSITER BUILDING: Miccosukee, Calusa, Tocobaga, Mayaca
- b. DINING HALL: Ais, Maiyami, Seminole, Tequesta, Timucua

## HEALTH AND SAFETY

Once in the location the unit leader should account for everyone and report to the Port Director (Lassiter) or Program Director (Dining Hall). No one is to leave either the parade field or designated shelters until an all-clear is given by either the Port Director or Program Director only.

**SEVERE WEATHER / TORNADOS:** Severe Weather Alert will be issued by short blasts of the port siren. If severe weather approaches, and/or the alarm is sounded, immediately and safely evacuate to the Dining Hall or the Lassiter as assigned and take attendance. If severe weather happens in the middle of the night, the unit leader will ensure that all members are awoken and travel to the correct location. If moving to the correct location is not possible, take shelter in the closest building possible. No one should remain in tents during severe weather due to the potential for falling trees.

**LIGHTNING / THUNDERSTORMS:** When thunderstorms approach, the aquatics and COPE / Climbing areas will shut down and report to the Dining Hall at which time all areas will secure their areas and report to their designated secure location. The port office will also constantly monitor these conditions. These locations are:

- Outdoor Skills - Lassiter Building
- Ranges - Shelter in place
- Aquatics - Shelter in place
- COPE - COPE Pavilion, Climbing- Dining Hall
- Handicraft and Ecology - Shelter in place

**ENCOUNTERS WITH WILDLIFE:** Tanah Keeta Scout Reservation is 640 acres of mostly wilderness with a large population of wildlife. Please respect the wildlife and do not capture, touch, corner, or harass any animals. In some cases, such as with our gopher tortoises, it is a crime to do so. Keep in mind that having food of any type in your tent or your portsite is an invitation for animal guests. If you encounter any wildlife, please slowly recede from their environment. Report any dangerous wildlife to the camp office. If you are bitten by an animal, report it to the health lodge.

**LOST CAMPER:** Report the lost camper to the port office immediately. Port staff will check the camper sign- out sheet. The port office will first put a BOLO out on the radio for the scout (first name, Ship#). Port staff will first check all the tents in the camper's campsite AND his merit badge schedule. The port staff will then, if necessary, enact the siren. Port will assemble at the flagpole (long blasts). Units will take attendance. Unit Guides are responsible for reporting to the Port Commodore at the flagpole that their unit is completely accounted for. If the lost camper has not been assembled, the staff will be mobilized for a port-wide search. All units must stay in place until the scout is located. Health Officer to report to the flagpole and then directed from there.

**LOST SWIMMER / BOATER:** Aquatics staff will initiate a lost swimmer/boater alert. Port will assemble at the flagpole (long blasts).

## HEALTH AND SAFETY

Ships will take attendance. In the interim, the Aquatics Search Team will initiate the search. If the lost swimmer/boater has not assembled, the Port administration will direct additional staff to the search. All units must stay in place until the camper is located. The Aquatics Director takes the lead in the search, working closely with port administration. The Health Officer will respond to the waterfront area.

PORT RULES AND POLICIES

PORT POLICIES

These general rules are for the safety of all campers:

- Units must have two-deep leadership at all times while at PORT. No exceptions!
- No fireworks of any kind are permitted on port property.
- No flames, fires, or fuels of any kind are permitted inside tents.
- Throwing rocks is strictly forbidden.
- Personal firearms and bows are not permitted, leave them at home.
- All vehicles must be parked in the designated port parking areas. Only authorized vehicles are allowed in portsites or on the roads.
- No alcoholic beverages or illegal substances are allowed on port property.
- Smoking by adults is only allowed in the designated area in the parking lot.
- Shoes must be worn at all times at port.. Shoes must not be open at the toe or sides.
- Sheath knives are prohibited by Tanah Keeta Port Policy.
- No LASER (pens/pointers) of any kind are permitted in port..
- All guests are required to immediately check in at the Port Office.
- Refer to the Scouting America Guide to Safe Scouting for additional policies.

DAMAGES TO EQUIPMENT

Normal usage and wear will result in some breakage of equipment; however, the cost of malicious damage or breakage due to horseplay will be charged to the unit. These fees must be paid before leaving. Each portsite will be inspected upon check-in with the unit leaders. All imperfections to equipment will be noted on the check-in forms. Upon checkout, the same sheets will be used. If intentional damage has been done the unit will be charged the following:

Cot Replacement	\$70.00
Rips and Tears to Tents Damage to	\$
Tent Platform Damage to Tent Frame	3
Tent Replacement	0.
Other Damages	0
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## PORT RULES AND POLICIES

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\$25.00 per pole

\$500.00

Amount determined by Ranger and Port Director

### FOOD IN CAMPSITES

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Raccoons and other wildlife are found on port property. To keep nighttime visits to a minimum, follow these guidelines:

1. Do not eat, drink, or store any food in tents.
2. Keep your portsite clean! All trash should be removed from your portsite in the evenings. The logistics staff will do a trash run in the evenings by 9 PM.
3. Secure all food and drinks in a secure location such as a Unit trailer, coolers that are strapped shut, or 5- gallon buckets with screw-on lids.

## **PORT RULES AND POLICIES**

### **GOLF CARTS**

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Golf Carts are not permitted in port, other than those used by port staff. However, the port will consider allowing individuals with unique challenges, the opportunity to bring a golf cart/car. This requires advance permission, and the owner and operator must sign a waiver, provide evidence of insurance coverage, and agree to operate under port rules.

### **LIQUID FUELS**

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The use of liquid fuel stoves and lanterns in a portsite is permitted under the supervision of an adult leader. Under no circumstances are liquid fuels or lanterns allowed in tents. Bulk containers of fuel and unattached propane tanks must be stored in the fuel room in the maintenance yard. An approved spun aluminum fuel bottle is not considered to be a bulk container.

### **NON-REGISTERED / UNDERAGE CAMPERS**

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No underage or non-registered youth are allowed in port, except for Family Night (Friday). All youth should be registered as either Scouts BSA, Venturers or Sea Scouts. All adult leaders must also be registered.

### **PETS**

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Pets are not allowed in port at any time except those aiding the disabled. No exceptions! Please make a note when registering if an individual is using a guide animal. Note: Please make sure to inform your Friday night visitors about this no-pet policy.

### **POWER GENERATORS**

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Power generators are not allowed in the portsites at Tanah Keeta.

### **SPEED LIMIT AND DRIVING WITHIN PORT**

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The main road leading in and out of port has been paved, but do not forget that there is still a strict speed limit of 15 mph for the safety of our campers and abundant wildlife. Once you enter the parking lot or are on the back roads of port the speed limit is 5 mph.

### **TALENT RELEASE / CONSENT GIVEN**

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During port, it is possible that photographs or recordings of port participants might be taken. These photos might be used in port promotion and report items, council publications, or possibly regional or national publications. No individual Scout will be identified in any of these photos.

By default, attendees at port grant the local council and Scouting America the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made of me or my child by the Boy Scouts of America, and I hereby release the Boy Scouts of America from any and all liability from such use and publication.

Port participants hereby authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings.

## PORT RULES AND POLICIES

without limitation at the discretion of Scouting America, and they specifically waive any right to any compensation that they may have for any of the foregoing.

If you do not agree with the above paragraph, or if you desire that your Scout or a Leader not be photographed or recorded while at port, you must request (in writing) that we refrain from this activity. Please be prepared to turn in the written request naming that individual during check in.

### SHIP DISCIPLINE

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The conduct of all youth and leaders is the responsibility of the unit leaders in port. The Port Management Team is ready and willing to assist at any time with problems that might arise. Unit committees should be sure that the port leaders are trained, and they understand their responsibilities while at summer port. Discipline used in Scouting must be constructive and reflect Scouting's values. Corporal punishment is never permitted at Tanah Keeta or in Scouting America.

### UNIFORMS

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Uniform standards at camp are as follows:

- During the day and most nights after dinner, the activity uniform (a.k.a. Class B) is appropriate.
- Uniform for dinner, campfires, and chapel is full field uniform (a.k.a. Class A).
- Footwear: Closed-toe shoes must be worn at all times at camp.

### VEHICLES AND TRAILERS

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- No riding is permitted in the backs of trucks, trailers, or cargo areas of cars. Passengers may ride in designated seats with seat belts only.
- Trailers may be parked in portsites in the designated areas. Please do not remove any barriers to bring the trailers into the portsites. Trailers must be disconnected from the tow vehicle and the tow vehicle must return to the port parking lot. Trailer wheels must be chocked, and the tongue must be secured on a block or stand such that the trailer is safe, secure, and does not block roads or trails.
- NO VEHICLES ARE TO BE LEFT IN PORTSITES – No Exceptions!!!

### YOUTH PROTECTION GUIDELINES

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#### Scouting's Barriers to Abuse

Scouting America has adopted the following policies for the safety and well-being of its members. These policies primarily protect youth members; however, they also serve to protect adult leaders. All parents and caregivers should understand that our leaders are to abide by these safeguards. Parents and youth are strongly encouraged to use these safeguards outside the Scouting program. Registered leaders must follow these guidelines with all Scouting youth outside of Scouting activities.

#### Registration Requirements

The chartered organization representative, or in their absence the executive officer of the chartered organization must approve the registration of the unit's adult leaders.

## PORT RULES AND POLICIES

Registration includes:

- Completion of application including criminal background check and mandatory Youth Protection training
- Volunteer Screening Database check

Current Youth Protection training is required for leaders when renewing their registration or at unit charter renewal. Adult program participants must register as adults and follow Youth Protection policies.

### **Adult Supervision**

Two registered adult leaders 21 years of age or over are required at all Scouting activities, including meetings. There must be a registered female adult leader over 21 in every unit serving females. A registered female adult leader over 21 must be present for any activity involving female youth. Notwithstanding the minimum leader requirements, age- and program-appropriate supervision must always be provided.

All adults accompanying a Scouting unit who are present at the activity for 72 total hours or more must be registered as leaders. The 72 hours need not be consecutive.

One-on-one contact between adult leaders and youth members is prohibited both inside and outside of Scouting.

- In situations requiring a personal conference, the meeting is to be conducted with the knowledge and in view of other adults and/or youth.
- Private online communications (texting, phone calls, chat, IM, etc.) must include another registered leader or parent.
- Communication by way of social media (Facebook, Snapchat, etc.) must include another registered leader or parent.

Discipline must be constructive.

- Discipline must reflect Scouting's values.
- Corporal punishment is never permitted.
- Disciplinary activities involving isolation, humiliation, or ridicule are also prohibited.

### **Responsibility**

Leaders must ensure that all participating in Scouting activities abide by the Scout Oath and Scout Law.

Adult leaders and youth members share the responsibility for the safety of all participants in the program, including adherence to Youth Protection and health and safety policies.

- Adult leaders are responsible for monitoring behavior and intervening when necessary.
- Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, and pornography have no place in the Scouting program and may result in revocation of membership.

## PORT RULES AND POLICIES

All leaders are required to adhere to the Scouter Code of Conduct.

## PORT RULES AND POLICIES

### Accommodations

Separate accommodations for adult males and females and youth males and females are required.

#### Tenting

- Separate tenting arrangements must be provided for male and female adults as well as for male and female youth.
- Youth sharing tents should be no more than three years apart in age.
- In Cub Scouting, parents and guardians may share a tent with their family.
- In all other programs, youth and adults tent separately.
- Spouses may share tents.

#### Lodging/Cabin Accommodations

Whenever possible, separate cabins or lodging should be provided for male and female adults as well as for male and female youth. Where separate accommodations cannot be provided due to group size or limited availability, modifications may be made, and additional supervision is required.

- If adults and youth of the same gender occupy single-room accommodations, there must be a minimum of two adults and four youth, with all adults being Youth Protection trained.
- Physical separation by other means, including temporary barriers or space, should be used only when no other arrangements are possible.
- These modifications are limited to single-gender accommodations.

### Restrooms

Separate shower and latrine facilities should be provided for male and female adults as well as for male and female youth. If separate facilities are not available (i.e. the latrines located in the campsites), flip the wood sign posted at the entrance to indicate YOUTH/ADULT and MALE/FEMALE.

The privacy of youth is respected.

- Adults and youth must respect each other's privacy, especially in situations such as changing clothes and taking showers at camp.
- Adult leaders should closely monitor these areas but only enter as needed for youth protection or health and safety reasons.
- **Cell Phones are PROHIBITED IN THE RESTROOMS AND SHOWERS!**

### Program Requirements

- **The buddy system is mandatory.**
- The use of smartphones, cameras, mirrors, drones, etc., in places or situations where privacy is expected is prohibited.
- All aspects of the Scouting program are open to observation by parents and leaders.
- The BSA does not recognize any secret organizations as part of its program.
- Hazing and initiations are prohibited and have no part during any Scouting activity.

## PORT RULES AND POLICIES

- All forms of bullying and harassment including verbal, physical, and cyberbullying are prohibited.

## PORT RULES AND POLICIES

- Inappropriate public displays of affection are prohibited.
- Sexual activity is prohibited.
- Appropriate attire is required for all activities. Females are requested to wear one piece swim suits
- in the pool and boating activities.

### Reporting Requirements

Adult leaders and youth members have a responsibility to recognize, respond to, and report Youth Protection violations and abuse.

### Reporting

#### Youth Protection Policy Violations

- Serious Youth Protection policy violations or behaviors that put a youth's safety at risk must be reported to the Scout executive.
- Alternatively, policy violations may be reported to the Scouts First Helpline when the Scout executive is not available.
- Online reporting is also available at [www.scouting.org/health-and-safety/incident-report/](http://www.scouting.org/health-and-safety/incident-report/)

#### Mandatory Reporting of Child Abuse

- All persons participating in Scouting programs are mandated reporters of child abuse.
- Reports must be made to local law enforcement and child protective services. State law may require additional reporting.
- This reporting duty cannot be delegated to any other person.
- Reporting to the Scout executive or Scouts First Helpline ensures that follow-up can occur for the safety of our Scouts. Scout executives and Scouts First coordinate follow-up actions.

### Scouts First Helpline

As part of its "Scouts First" approach to the protection and safety of youth, Scouting America established a dedicated 24-hour helpline to receive reports of known or suspected abuse or behavior that might put a youth at risk.

1-844-SCOUTS1 (1-844-726-8871)

When to use it:

- Anytime you believe a youth has been harmed or their safety and well-being is at risk, and you cannot immediately reach your Scout executive or local council.
- If a Scout is bullied because of race, color, national origin, religion, sexual orientation, or disability, and local help is unable to resolve the problem.

If someone is at immediate risk of harm, always call 911.

### Scouting America Incident Reporting Resources:

[www.scouting.org/health-and-safety/incident-report/](http://www.scouting.org/health-and-safety/incident-report/)

## GENERAL PORT INFORMATION

### CAMP T-SHIRTS AND MUGS

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All campers (youth and adults) will receive 1 plastic camp mug and carabiner with their registration. Extra T-shirts and mugs, if available, can be purchased from the port office. Mugs are to be used for camp beverage service at meals. Mugs are guaranteed for those paid in full by 5/15.

### DIRECTION TO PORT

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Exit at the Jupiter Interchange (Turnpike) or Jupiter East (I-95) travel east on Indiantown Road to the first traffic light. When you reach the first traffic light, turn left (north) onto Island Way. Follow Island Way (curvy road) through the wooded area and the community. It will terminate into Country Club Drive (the 3rd stop sign). Make a left at this intersection (Country Club Drive) and follow this road directly to the front gate of Tanah Keeta.

### FANS AND CPAP MACHINES

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There is limited power available in most campsites. We recommend that units bring additional fans to help circulate the air in their portsite, especially during the daytime. We also recommend that users of CPAP Machines bring a battery backup (remember to bring the extension cords).

### FOOD SERVICE

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**ASSIGNED SEATING:** Units are assigned seating during the dining hall orientation on Sunday. For breakfast and dinner units are dismissed from the flag ceremony on the activity field. Lunch is first come/first served but is still enjoyed at your assigned seating. Please note that units are assigned a door of entry. Please line up at the correct door for all meals and wait until the door is opened by a staff member.

**DINING HALL SERVICE:** The Dining Hall serves cafeteria-style meals utilizing two serving lines to expedite service. Diners should not leave the dining hall until the entire dining hall is dismissed.

**DINING HALL CLEAN-UP:** Each unit is expected to thoroughly clean their area after each meal. This includes throwing out all trash, wiping down tables and benches, and sweeping the floor under and around tables.

**HAND WASHING:** To prevent port illnesses, everyone should wash/sanitize their hands prior to each meal. Hand- washing sinks and sanitizing stations are located at each entry door.

**SATURDAY MORNING BREAKFAST:** Breakfast on departure day (Saturday) is served continental style and is picked up at the Dining Hall.

**SPECIAL DIETARY CONCERNS:** If you have special dietary needs that cannot be met within the realm of the port menu, you will need to bring appropriate substitutions with you. We find it is easier on the scouts and the kitchen staff if the dietary needs are significant, that complete, frozen meals be provided that can be microwaved. If the need requires substitutions (IE Non-dairy milk versus milk) we

## GENERAL PORT INFORMATION

will have a special refrigerator in the dining hall where scouts can store their ingredients and access them at will. We ask that unit leaders take a lead role in ensuring that the proper substitutions are made for those scouts in their units with dietary needs.

## GENERAL PORT INFORMATION

### ICE

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Each unit will receive 2 bags of free ice per day. Please pick up the ice at the trading post during operating hours.

### Skipper's LOUNGE

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We recognize the importance of providing a comfortable space that leaders can retreat to, check their e-mail, make phone calls, complete paperwork, catch up on work, hold a meeting with other leaders or just kick back and relax in air-conditioned comfort. Meet some of your fellow leaders for some great Scout conversation and fellowship.

### LOST AND FOUND

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Prior to coming to port, Scouts should be encouraged to clearly mark all personal items with their name and Unit number. Scouts are also encouraged to leave valuable, sentimental or hard to replace items at home. A lost and found box is in the Port Office. We ask that when things are found they are brought to the lost and found box.. 3 months after the end of camp, any unclaimed items will be donated or disposed of.

### MOBILITY NEEDS

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Camp Commissioners will be able to provide cart transportation to Scouts with special mobility needs between merit badge sessions. Please contact the Port Director prior to your arrival to make these arrangements. There is a wheelchair accessible campsite with accessible showers and restrooms at camp. Campers may bring their own wheelchairs or motorized chairs.

### PARENTS / VISITORS AT PORT

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Parents often remark on how much their Scout has grown during his week away from home. Port provides an excellent opportunity for Scouts to mature in a safe environment. For these reasons, we ask that you only visit during the following hours:

Sunday between 12:30-5:00 p.m. (Camp Check

In) Saturday 6:00-10:00 a.m. (Camp Check Out)

**ALL VISITORS must sign in and out of the Camp Office. We require each visitor to wear a security wristband.**

### SPECIAL NEEDS

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If a Scout or adult needs some extra help to enjoy their port experience, please let us know. Unit leaders should contact the Port Director prior to arrival regarding campers with special needs that require assistance from the port staff. Most arrangements should be made in writing so the preparation can be accurate and complete.

Tanah Keeta Scout Reservation is not able to accommodate all possible special needs, but the staff will work diligently to make accommodations wherever possible.

## GENERAL PORT INFORMATION

### **SPENDING MONEY**

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We HIGHLY recommend that one adult leader in each Unit serve as a banker for the youth. This prevents the loss of large amounts of money and allows leaders to help the youth pace their spending for the week. The amount of spending money to bring to camp is at the discretion of the unit leaders / parents. We recommend about \$50 per scout.

### **TRADING POST**

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Tanah Keeta Scout Reservation has a fully stocked Trading Post carrying uniforms, t- shirts, belts, equipment, handicrafts, toiletries, gift items, knives, Tanah Keeta souvenir items, snacks, beverages, and lots of neat Scoutstuff. We have everything you and your Scouts need for a fun and successful week of summer port.. Sea Scout uniforms and insignia are not available in the Trading Post,

### **WI-FI AND CELL SERVICE**

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There is intermittent wireless and voice phone coverage at Tanah Keeta. Data service depends on the provider. There is wi-fi connectivity within certain areas of the port, including in the Skipper's Lounge and on the Lassiter Porch.

NOTE: We have noticed an increasing issue with youth and cell phones becoming a disruption in classes and an impediment to youth interaction during activity and social times. For this reason, we are asking units to collect and secure cell phones in the campsite during the day. Wi-Fi will all require a password that we ask to be kept for adult usage only. Youth will not be allowed to use/plug in cell phones in main camp areas.

## CLASSES

### PREPARATION FOR CLASSES

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Scouts should come to port with a familiarity of the subjects they will be learning about for the week. It is also important to be familiar with:

- Prerequisites
- Prerequisite Form: <https://www.gulfstreamcouncil.org/tksc-forms>
- Scouts should bring a notebook or folder with paper and pens or pencils.
- Some merit badges are age specific. Younger Scouts should not enroll in merit badge sessions until they are academically and physically ready to succeed in completing them. Some examples are Lifesaving, Navigation.
- SCUBA has some very specific requirements. Please read the documentation thoroughly. This program also requires that scouts and adults taking the class meet the BSA Height / Weight requirements. <https://www.gulfstreamcouncil.org/summer-camp>.

It is recommended that the Class requirements are reviewed prior to port. You need to purchase any material on page 7 if you are taking Navigation..

**PREREQUISITES:** Some classes have requirements that cannot be completed at port. Each class that is listed in the program guide identifies the prerequisite associated with the specific class. The port staff recommends that each class that is selected by the Scout be reviewed, and the prerequisite requirements be completed prior to arrival at port. This will ensure that the Scout leaves port with as many completed classes as possible.

- ❖ Prerequisite Approval Form (<https://www.gulfstreamcouncil.org/tksc-forms>): This form can be found under the Resources section of the summer port page. If the scout has completed the recommended prerequisites, they should fill out the form, have the Skipper verify and sign it and bring it to port. This form should be turned in to the merit badge Instructor at the beginning of the class.
- ❖ The first requirement of some classes is to know first aid procedures for common injuries or illnesses that may occur during the associated activity. Instructors will review this, but Scouts should be familiar with basic first aid procedures before attempting more difficult or advanced merit badges.
- ❖ In some cases, the prerequisite for the selected badge requires that the Scout must have successfully completed another merit badge prior to the commencement of the current badge selected. If this is the case, port staff asks that the Scout bring the prerequisite form signed by the Skipper stating that the merit badge has been completed.
- ❖ Some Classes may have requirements dealing with "your state" or "your community." If a class requirement is completed at summer port, we will use Florida as the relevant state and Jupiter/Tequesta as the community. Requirements not possible to be completed in this manner will require the Scout to complete these requirements in their community, with their

## CLASSES

family, Unit, or school.

## ADD-ON ADVENTURES & ADVENTURE PROGRAMS

### **CLASS SELECTION – OPENS 2/1/2026.**

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Units may enter as many “numbers” of youth and adults they are planning to bring at any time. However, because scouts can select classes only when 50% of the fees have been paid, it is recommended that the number of participants be added as the unit receives payment. In this way, those that pay the unit can select their classes right away.

### **CLASS SCHEDULING**

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There will be five-time blocks per day, four during the day and one after dinner.

Most of the courses will run for all five days, but not all. Check the course you want to take and see how many days it runs.

### **Rank Workshop – Advancement in Tentaroo**

Staff for each Rank Workshop will record all the requirements successfully completed by each scout. Note that satisfactory completion of the skill as written is required for the Staff/instructors to deem the requirements completed. The requirements completed will also be entered into Tentaroo (the online registration system).

Note that the system will say “Partial” instead of “Completed” but will list all of the skills that the Staff deems were successfully completed. Note it is up to the Unit to determine if they choose to retest the scout before signing off the skill in the handbook.

## ADD-ON ADVENTURES & ADVENTURE PROGRAMS

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### PORT DAILY SCHEDULE

The daily schedule for our Sea Scout Summer Port are listed under resources on the Tanah Keeta Summer Post page on the Gulf Stream Council website: <https://www.gulfstreamcouncil.org/summer-camp>

### PORT SITE INSPECTIONS

Each portsite will be inspected daily and scored based on the criteria listed in the portsite inspections sheet. The Commissioner staff will oversee portsite inspections which will be done by port leader volunteers. Note that portsite inspections are part of the **Honor Unit Award**. As part of the portsite inspections, each Unit will be asked to perform one service duty per day.

### GUIDES

Upon checking in you will meet your guide. He or she will be your concierge throughout the week. They will be there to answer questions, direct you to the various activities, and provide you with any resources that you may need. If you would like to recognize your Port Friend for exemplary service, let the Program Director know and a presentation will be done at an assembly or meal. You can also fill out a Praise Coupon in the Port Office.

# Tanah Keeta Summer Port Honor Ship Award

The Purpose of this award is to recognize those ships which conducted an excellent Ship camping experience during their stay at Tanah Keeta. Units will be recognized during the closing campfire on Friday evening. There are two levels for this award: Gold and Silver. The Unit must hand this form in to the Camp Office by noon on Friday. Each Honor Unit will receive a special banner to proudly display on their Unit flag.

**Gold is earned by completing 17/20 requirements**

**Silver is earned by completing 12/20 requirements**

	Requirement	To be initialed by	Initials
1.	Invite another Ship to your campsite (Excluding your Unit guide) for a Unit activity	Unit guide	
2.	Complete a Ship Service Project	Quartermaster	
3.	Construct a safe and secure entry gateway using lashings and pioneering skills.	Camp Director	
4.	Lead a song during a meal or other Ship activity. (Must be approved by the officer of the day)	Officer of the Day	
5.	Have a well- informed bulletin board in your portsite to include: Unit Duty Roster, Tent Assignments, Fire Guard Chart, and any other important information.	Camp Director	
6.	Check-in and write a review on the TK Summer Camp Facebook page or Google Review tagging Tanah Keeta.	Camp Director	
7.	Make a presentation to an outstanding staff member at a meal or flag ceremony (Must be approved by the officer of the day)	Officer of the Day	
8.	Participate in at least two Unit activities during the week: 1: _____ 2: _____	Program Director	
9.	Bosun attends each Bosun meeting	Program Director	
10.	At least one adult leader in the Unit earns the Skipper Merit badge.	Camp Director	
11.	Bosun or Skipper participates in at least one meal with the Camp Key 3 (Camp director, Program Director, or Ranger) to provide feedback about the Ship's experience at camp.	Key 3 (Any)	
12.	Attain a cumulative campsite inspection score of 375 for the week.	Camp Director	
13.	Turn in at least 5 port evaluations from youth. Get and return surveys from/to the Office.	Camp Director	
14.	Arrive on time for all flag ceremonies	Skipper	
15.	Properly clean your area of the dining hall after each meal	Dining Hall Cleaning Crew	
16.	Do a port good turn sometime during the week. List your good turn here:	Skipper	
17.	Have your entire Ship wear their complete uniform to both Monday's and Friday's campfire.	Skipper	
18.	Unit attends Vespers or conducts their own worship service.	Chaplain	
19.	Participate in TK's Amazing Race.	Program Director	
20.	Commit to the following Summer Port Season with TKSC.	Camp Director	

Date \_\_\_\_\_ Week: \_\_\_\_\_ Unit: \_\_\_\_\_ Campsite: \_\_\_\_\_  
 SPL: \_\_\_\_\_ Skipper: \_\_\_\_\_

## FOR LEADERS

### **LEADER TRAINING**

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Lots of optional leader training sessions will be held throughout the week, coordinated by a variety of guests. Adults attending camp are encouraged to sign up for both classes and fun leader activities.

Adults are welcome to monitor all classes, however, please do not interrupt instructors with your questions, It may break his/her train of thought. Hold your questions until the class is over.

### **SHIP LEADERS MERIT BADGE**

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Leaders can receive this badge for taking part in different activities around camp. To earn this badge, adults must complete the requirements on the form. Scout leaders are “on your honor” to fulfill the requirements. Upon completion, leaders can turn the form into the Camp Commodore to receive a special prize!

### **SHIP LEADERS SERVICE CORP**

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Service is always needed and any assistance you would be willing to provide us with will be immensely appreciated. There are ample service opportunities at camp including:

- If you are an accomplished handyman, experienced tradesman, or a “jack of all trades” and want to help the Camp Ranger with some specific camp projects, please contact the Camp Director at least 2 weeks prior to your arrival. We’ll see if we can find a great “Good Turn” project for you to do while at camp.
- If you have a hobby or profession that we teach as a merit badge, we welcome assistance. Please let the Program Director know in advance what merit badges you would be interested in assisting or teaching.
- Leaders are encouraged to sign on to a class as an assistant to take attendance and provide two deep leadership.



# Tanah Keeta Summer Port Daily Campsite Inspection Form

Portsites will be inspected each day after breakfast.

UNIT: \_\_\_\_\_

DATE: \_\_\_\_\_

Item	Possible Points	Points Awarded
<b>HEALTH AND SAFETY</b>		
Water cooler available and filled	5	
First Aid Kit present and labeled	5	
<b>FIRE PIT</b>		
Fire Pit cleaned and raked	5	
Fire Guard chart properly filled out	5	
Fire tools present and readily available	5	
Firewood, if present, neatly stacked	5	
<b>LATRINES</b>		
Toilet and sinks cleaned; toilets closed	5	
No personal gear in latrines	5	
Latrine floors swept and hosed	5	
<b>PAVILION</b>		
Duty Roster filled out and posted	5	
Pavilion cleaned, organized and swept	5	
American and Unit Flag present	5	
If the campsite is vacant, lights and fans shut off	5	
<b>CAMP</b>		
Campsite is neat and clear of litter and debris	10	
Camp gadget (new every day)	5	
Daily assigned adopt a spot completed	10	
<b>BONUS POINTS</b>		
Gateway with Unit number (and something new added each day. i.e. patrol flags / emblems,	10	

spirit items, themed items.)		
<b>TOTAL</b>	<b>100</b>	

# MEDICATION DOSING FORM

## Gulf Stream Council –Scouting America

Scout Name: \_\_\_\_\_ Age: \_\_\_\_\_ Unit #: \_\_\_\_\_

Summer Port Session/Date: \_\_\_\_\_ Portpsite: \_\_\_\_\_

**Instructions:**

- Each participant taking medications should have a separate form.
- Ideally, the form should be completed by the adult in the unit who will administer the medication at camp (unit health officer).
- List each prescription medication the scout is receiving separately.
- The unit health officer giving the medication should put their name or initials by the time at which the medication was given. If no medication is given, leave the space blank.

Medication Name and frequency of administration listed on the bottle		Medication given around Breakfast (7-8 AM)	Medication given around Lunch (12-1 PM)	Medication given around Supper(6PM)	Medications given at bedtime
	Sunday				
	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Saturday				
	Sunday				
	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Saturday				
	Sunday				
	Monday				
	Tuesday				
	Wednesday				
	Thursday				
	Friday				
	Saturday				

NOTE: If a scout is receiving more than three medications, use an additional form



# Tanah Keeta Scout Reservation

## Provisional Scout Code of Conduct



**Statement of Understanding:** I understand that being a provisional camper at Tanah Keeta and being a member of the "TK Provo Unit" is an honor. I recognize that I am a direct reflection on my home unit, District, Council, my Leaders and the World Brotherhood of Scouting. I also promise that I will have fun and tell all of my scout friends what an awesome time I had and will encourage them to join me at camp next year. **All provisional campers are expected to abide by the code of conduct as follows:**

1. I will be guided by the Scout Oath and Scout Law and will obey all U.S. federal laws, state laws, and local laws.
2. I will listen, respect, and follow the direction of the Provisional Unit Leadership and Tanah Keeta Staff. I will do my best to be a leader and a role model to others.
3. I will attend all scheduled programs and participate as required in cooperation with other provisional campers and leaders.
4. I agree to follow the camp check-in and check-out procedures and to observe camp quiet hours.
5. I will be responsible for keeping my quarters and personal gear labeled, clean, and neat. I will do my share to prevent littering of the campgrounds and agree to follow the principles of Leave No Trace.
6. I understand that the possession or consumption of alcoholic beverages or illegal drugs or the misuse of prescribed drugs is prohibited at camp. I will follow the Health Lodge Policy's regarding medications.
7. I will respect the wildlife at camp (plants and animals), and refrain from any destruction or harassment.
8. I understand that possession of lasers of any type and possession or detonation of fireworks is prohibited.
9. I will follow Totin Chit rules in regard to the use of a pocketknife and will not possess any knives that are in violation of camp policy.
10. I will not use a lighter, matches or any other fire starting devices unless it is under the direction of my Provisional Unit Leadership or a camp staff member in a program area. I will not use flammable items in an unsafe manner.

11. Neither the camp, its staff, nor the BSA local council will be responsible for loss, breakage, or theft of my personal items. I will label all of my personal items and lock up items of value (or leave them home). Theft on my part will be grounds for immediate dismissal from camp.

12. I will use camp equipment in a safe manner and for its intended purpose and will return the equipment in good condition. I will not intentionally damage any camp equipment including tents or cots. I understand that intentional damage will be charged to me, my parents or my scout unit.

13. I understand that all campers and staff are prohibited from possessing firearms and weapons on camp property, in accordance with federal, state, and local laws.

14. I understand the importance of following BSA's Youth Protection and Safety policies and will follow those guidelines. I will report all violations that come to my attention to the Camp Office.

15. Hazing has no place in Scout camp. As a provisional camper, I agree to not participate and report any and all hazing activities.

16. I will respect diversity—whether the differences be in physical characteristics or in perspectives.

17. I have the responsibility not to engage in behavior that constitutes discrimination or harassment in any way, including race, color, national origin, sex, religion, age, disability, or citizenship of an individual. This applies to everyone, including fellow provisional campers. I have the responsibility to report instances of discrimination or harassment (directed at me or at others) to the camp director or the Scout executive.

18. I will comply with this code of conduct and the policies printed in the *Camp Admin/Program Guide*. I understand that any violation may result in dismissal from camp at my own expense. I understand that all such decisions will be final.

Camper Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Unit Health Officer Waiver Form

By signing below, I acknowledge that I am responsible for keeping my Unit's medications under safekeeping, as well as distributing said medications as noted by given instructions on the Prescription Medication Dosing Form. Gulf Stream Council and Tanah Keeta Scout Reservation are not liable for the administration of medications not in our possession.

I also agree to document all given doses of medicine on the attached form. I agree to keep this form in an easily accessible location. I understand that this form must be turned into the Tanah Keeta Health Officer on Saturday morning prior to departure.

Additionally, I acknowledge that I attended a medication consultation with the Health Officers on staff.

I also agree to keep medication under lock and key as described in the Administration Guide except for those specific medications that are to be carried by the individual (inhalers, EpiPens, etc.)

I understand that Gulf Stream Council and Tanah Keeta Scout Reservation are not liable for any damages that arise from failing to comply with these instructions.

Print name \_\_\_\_\_ Date \_\_\_\_\_

Sign Name \_\_\_\_\_ Unit No. \_\_\_\_\_

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## BSA SWIM TESTS

All persons participating in BSA aquatics are classified according to swimming ability. The classification tests and test procedures have been developed and structured to demonstrate a skill level consistent with the circumstances in which the individual will be in the water. The Swimmer's Test demonstrates the minimum level of swimming ability required for safe deep-water swimming. The Beginner's Test demonstrates the minimum level of swimming ability for recreational and instructional activity in a confined swimming area with a maximum 6-foot depth, and with shallow water footing or a pool or pier edge always within 25 feet of the swimmer.

The various components of each test evaluate the several skills essential to the minimum level of swimming ability. Precise statements of the tests are as follows:

**Swimmer's Test** Jump feet first into water over the head in depth, level off, and begin swimming. Swim 75 yards in a **strong** manner using one or more of the following strokes: sidestroke, breaststroke, trudgen, or crawl; then swim 25 yards using an easy resting backstroke. The 100 yards must be swum continuously and include at least one sharp turn. After completing the swim, rest by floating.

**Beginner's Test** Jump feet first into water over the head in depth, level off, swim 25 feet on the surface, stop, turn sharply, resume swimming as before, and return to starting place.

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## ADMINISTRATION OF SWIM CLASSIFICATION TEST

**Special note:** Although swim tests may be conducted prior to summer camp, the aquatics director is expected to review or retest any Scout or Scouter whose skills appear to be inconsistent with his classification. **Additionally, the aquatics program director is authorized to retest any Scout or group of Scouts when he is reasonably concerned that precamp swim tests were not properly administered.**

The **Gulf Stream Council Aquatic Committee** chooses Option A or Option C of these options:

- **Option A** (at camp): The swim classification test is completed the first day of camp by aquatics program personnel. Buddy Tags will be issued.
- **Option B** (council-conducted/council-controlled): The council controls the swim classification process by predetermined dates, locations, and approved personnel to serve as aquatics instructors. When the unit goes to a summer camp, each individual will be issued a buddy tag under the direction of the aquatics program director for use at the camp.
- **Option C** (at unit level with council-approved aquatics resource people): The swim classification test done at a unit level should be conducted by one of the following council-approved resource people: BSA Aquatics Instructor, BSA Lifeguard Instructor, or Cub Scout Aquatics Supervisor. If unit swim classification tests are done at local aquatic facilities within Palm Beach County or Martin County, the aquatic facility manager supervisors will complete forms. Testing will be done under their direction. Please provide information on requirements of the BSA swim tests. We have found that many public facility lifeguards and ARC Lifeguards are not performing the correct BSA Swim Tests. Certification, and contact numbers must be included.

The classification tests should be renewed annually, preferably at the beginning of each outdoor season. An explanation of each test element and proper test procedures are included in Aquatics,



# Swim Classification Record

(Please fill in the unit number and name only for pool staff use only)

Unit Number \_\_\_\_\_

Date of Swim Test \_\_\_\_\_

	Full Name (Print) (Draw lines through blank spaces)	Medical Recheck Parts A-B	Swim Classification		
			Non-Swimmer	Beginner	Swimmer
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

The swim classification test performed at a unit level should be conducted by one of the following council-approved resource people: Aquatics Instructor, BSA; BSA Lifeguard; BSA Swimming & Water Rescue; or other lifeguard, swimming instructor, etc. Test administrators should utilize chapter 5 of the [BSA Aquatics Supervision Guide](#).

## NAME OF PERSON SUPERVISING & FACILITATING THE SWIM TEST:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Type of Authorization/Training  
(Attach a copy of certification if required by council procedure)

\_\_\_\_\_  
Expiration Date if applicable

## SWIM CLASSIFICATION PROCEDURES

The swim classification of individuals participating in a Scouting America activity is a key element in Safe Swim Defense and Safety Afloat. These swim classification tests are a foundational unit of the Aquatics Continuum.

All persons participating in SA aquatics are classified according to swimming ability. The classification tests and test procedures have been developed and structured to demonstrate a skill level consistent with the individual's circumstances in the water.

## SWIM TESTS FOR COUNCIL ACTIVITIES

Swim tests for **council activities** are conducted following procedures approved by a council- level committee, preferably the Council Aquatics Committee. The council committee should use the guidance contained in *BSA Aquatics Management Guide*. SPECIAL NOTE: When swim tests are conducted away from camp, the camp aquatics director retains the right to review or retest any or all participants to ensure that standards have been maintained.

### REGARDLESS OF WHERE OR WHEN THE SWIM TEST IS GIVEN THE FOLLOWING PROCEDURES APPLY:

- **The test is given one-on-one.** The test administrator and the swimmer are buddies during the administration of the test.
- **Each component of the test is important.** The test must not be changed either to assist the Scout or to expedite the process.
- **The test must be completed without aid or support.** Aid includes lifejackets, wetsuits, fins, etc. Swim goggles may be used to avoid eye irritation.
- **Swim tests must be renewed annually,** preferably at the beginning of the outdoor season.

## TO THE SWIM TEST ADMINISTRATOR

### SWIMMER'S TEST:

Jump feet first into water over the head in depth, level off, and begin swimming. Swim 75 yards in a strong manner using one or more of the following strokes: side stroke, breaststroke, trudgen, or crawl; then swim 25 yards using an easy resting back stroke. The 100 yards must be swum continuously and include at least one sharp turn. After completing the swim, rest by floating.

### BEGINNER'S TEST:

Jump feet first into water over the head in depth, level off, swim 25 feet on the surface, stop, turn sharply, resume swimming as before, and return to starting place.

Anyone who has not completed the beginner or swimmer tests is classified as a **Non-swimmer**.

## TKSC MERIT BADGE PREREQUISITE FORM

ALL SCOUTS MUST HAVE A SEPARATE FORM SIGNED FOR EACH BADGE WITH A

PREREQUISITE FULL NAME: \_\_\_\_\_

WEEK OF PORT \_\_\_\_\_

UNIT NUMBER: \_\_\_\_\_

COUNCIL: \_\_\_\_\_

The Scout named above realizes that certain designated merit badges cannot be completed at camp unless prerequisite requirements are met prior to arriving at port. He/She also realizes that this form must be completed correctly, signed, and given to the port merit badge instructor as verification that the requirements have been met.

The port can then grant the merit badge upon successful completion of all requirements done at port.

I certify that the above-named Scout has met the following

requirements: Merit Badge: \_\_\_\_\_

Requirements Completed:

Skipper: \_\_\_\_\_

Date: \_\_\_\_\_

Skipper Phone Number: \_\_\_\_\_

Skipper Email: \_\_\_\_\_

# PORT MAP

