

**The 2012
Sol Leiman Merit Badge College
Program Information**



March 23-25, 2012

**Barbara Goleman High School
14100 NW 89th Ave
Miami Lakes, FL, 33018**

Updated November 30, 2011

Table of Contents

| | |
|---|---|
| WEBSITE AND GENERAL INFORMATION | 3 |
| FEES | 3 |
| IMPORTANT DATES | 3 |
| GENERAL SCHEDULE | 3 |
| HIGHLIGHTS | 3 |
| REGISTRATION & PAYMENT | 4 |
| UNIT REGISTRATION | 4 |
| SCOUT & ADULT REGISTRATION..... | 4 |
| MAVERICK SCOUTS | 4 |
| SCOUT CLASS SCHEDULING | 4 |
| SCHEDULE CHANGES AND MODIFICATIONS | 4 |
| MERIT BADGE COUNSELORS AND VOUNTEERS | 4 |
| LEADERSHIP | 4 |
| PAYMENTS | 5 |
| REFUNDS | 5 |
| PROGRAM | 5 |
| WHICH PROGRAM IS FOR MY SCOUTS?..... | 5 |
| RIGHT TO LIMIT OR CANCEL CLASSES..... | 5 |
| FIRST COME, FIRST SERVED | 6 |
| QUALIFICATIONS FOR ATTENDING EAGLE REQUIRED MERIT BADGES..... | 6 |
| MERIT BADGE REQUIREMENTS | 6 |
| CONCERNS | 6 |
| ADULT TRAINING PROGRAM | 7 |
| SERVICE & EXTRA CIRRICULAR ACTIVITIES..... | 7 |
| FOOD CONCESSIONS | 7 |
| ENTERTAINMENT | 7 |
| SCOUT’S OWN..... | 7 |
| TRADING POST | 7 |
| SCOUT SHOP | 7 |
| RECREATIONAL ACTIVITIES | 7 |
| WHAT SHOULD I BRING? | 8 |
| BLUE CARDS | 8 |
| CAMPUS | 8 |
| COLLEGE AND CLASS VENUE | 8 |
| COLLEGE MEAL PLAN..... | 8 |
| LOCAL CAMPING PERMIT | 8 |

| | |
|---|----|
| ARRIVAL AND CHECK IN..... | 8 |
| PARKING..... | 9 |
| ENCAMPMENT AREA..... | 9 |
| EQUIPMENT and PROVISIONS..... | 9 |
| PORT-O-JOHN's | 9 |
| COOKING FIRES and FUELS..... | 9 |
| CLASS VENUES..... | 9 |
| TRANSPORTATION BETWEEN VENUES | 9 |
| CHECK-OUT & DEPARTURE | 9 |
| CONDUCT and DISCIPLINE..... | 10 |
| COLLEGE CODE..... | 10 |
| PROPERTY DAMAGE | 10 |
| COLLEGE DRESS | 10 |
| HEALTH & SAFETY..... | 10 |
| SECURITY | 10 |
| FIRST AID STATION | 11 |
| ID BADGES | 11 |
| EMERGENCY ALERTS | 11 |
| FIRE | 11 |
| SEVERE WEATHER..... | 11 |
| LIGHTNING..... | 11 |
| LOST PERSON SEARCH..... | 12 |
| PROGRESSIVE EVACUATION | 12 |
| SPONTANEOUS EVACUATION | 12 |
| LIMITED ALERT..... | 12 |
| PERSONAL INJURY | 12 |
| TROOP FIREGUARD PLAN | 12 |
| ABSENCES and EARLY DEPARTURES | 13 |
| HISTORY..... | 13 |
| ABOUT MERIT BADGE COLLEGE | 13 |
| THE FIVE ARROWS ADVANCEMENT PROGRAM | 14 |

WEBSITE AND GENERAL INFORMATION:

Information about registering units and scouts, class scheduling, Counselor registration, volunteering, fees, and everything “Merit Badge College” is on the 2012 Sol Leiman Merit Badge Colleges website. A link to the website is under the “Program” section of the South Florida Council’s website: <http://www.sfcbasa.org/>.

FEEES

The fees are:

\$30 per unit registration (non-refundable)

\$30 per attendee (per Scout and/or Adult).

\$10 per Adult attending Adult Classes only (includes 1 meal-Lunch only). The fee is waived if adult is a registered attendee of the college.

Once you sign onto the website, you can begin selecting classes right away. However, the unit registration fee of \$30 must be paid at the time you register, or your class scheduling will not be saved. **NOTE:** *Each unit should only have one User-ID/Password for the Unit.* Multiple User-ID/Passwords will result in multiple unit registration fees being applied.

IMPORTANT DATES - See the 2012 Sol Leiman Merit Badge College link in the “Program” section at <http://www.sfcbasa.org/> for these important dates

As College attendance exceeds 1,600 Scouts and 500 Scouters, the staff needs “lead time” time to properly plan for camping space, meals, classes and instructors. Scouts also need time to prepare for classes that require work to be done before the event. Last minute changes seem inevitable, but in order to minimize the chaos, the staff has set some pre-event deadlines. **NO EXCEPTIONS WILL BE MADE TO THESE DEADLINES.**

| | |
|--|-----------------------|
| Web site opens for registration | January 1, 2012 |
| Unit registration cutoff | March 18, 2012 |
| Scout & Adult registration cutoff..... | March 18, 2012 |
| Scout schedule revisions cutoff..... | March 18, 2012 |
| Payments deadline..... | March 19, 2012 |
| Merit Badge College..... | March 23, 2012 |

GENERAL SCHEDULE

The following times are subject to change. Please consult the latest schedule posted on the College web site.

Campus opens for unit campsite check in Friday, 6 PM

Unit registration..... Friday, 7 PM – 10 PM & Saturday 6:30 AM – 8:30 AM

Merit Badge Counselor registration..... Friday, 7 PM – 10 PM, Saturday 7 AM – 10 PM & Sunday 7 AM

Cracker Barrel (1 adult per unit **required**) ... Friday, 9 PM & Saturday 9 PM

Classes Saturday, 8:30 AM – 12:30 PM; 2 – 6 PM; 8 – 10 PM
..... Sunday, 8:00 AM - Noon

HIGHLIGHTS

Here are some highlights for this year’s event:

- Updated Information Booklet
- One-site venue for classes and camping
- Improved on-line registration and payment processing at the website noted above
- Improved check-in and check-out procedures
- Expanded Merit Badge selection for Five Arrows participants.
- Expanded Adult Leader Training Program with on-line sign-up program
- Continuous movies in the auditorium
- Merit badge counselor on-line sign-up program website

REGISTRATION & PAYMENT

UNIT REGISTRATION: A unit registration application and a unit registration fee are required. ALL ENTRIES AND CHANGES ARE TO BE THROUGH A SINGLE REGISTRATION ACCOUNT otherwise your Unit will be charged an additional \$30. You will be allowed to choose your password when you register. After registering you have access to the College web site to register adults and Scouts and schedule classes. The unit registration fee is not a deposit to be applied toward other fees and will not be refunded in the event your unit withdraws its registration. Units must register by midnight of the indicated date (See above). On-Site registration for classes WILL NOT BE POSSIBLE. You must register your unit and schedule courses on-line through the South Florida Council's website. See the link in the "Program" page at <http://www.sfcbsa.org/>.

SCOUT & ADULT REGISTRATION: Individual registrations must be entered before midnight of the indicated cut-off date. Every Scout attending Merit Badge College must be currently registered with the Boy Scouts of America. South Florida Council has a blanket liability policy for the protection of BSA registered leaders and Scouts. It is important, therefore, that adult Scouters and Scouts be properly registered in the Boy Scouts of America. **The registration fee provides for camping fees, merit badge classes, insurance, participation patch, meals (Saturday breakfast, lunch, dinner, and Sunday breakfast) and tools for handicraft merit badges.** **Note:** additional fees for handicraft merit badges may be required. Please check [Course Pre-requisites](#) on the registration page on the College's website for any fees or pre-requisites. Handicraft items will be available for purchase at the college.

MAVERICK SCOUTS: Our program is not designed for "Maverick Scouts". However, Scouts of units not registered to attend Merit Badge College may participate. To register as a "Maverick Scout" an ACCOMPANYING ADULT must submit a completed Unit Registration Application and Unit Registration Fee. Additionally, the individual participation fee for each accompanying adult and Scout must be paid. A "Maverick Scout" must be accompanied by his parent or legal guardian. Two or more "Maverick Scouts" must be accompanied by two deep leaders authorized by their parents or legal guardians.

SCOUT CLASS SCHEDULING: Scouts' schedules must be finalized by midnight of the indicated date (see page 3). **Note:** After the "Schedule revisions" deadline, the web site will not accept additional class registrations, but will allow you to run reports, including unit invoices and scout schedules and make payments on your account.

SCHEDULE CHANGES/MODIFICATIONS: Scout's class schedules may be modified at any time up to midnight of the date noted above for 'Scout Revisions'. Unit registrars need to insure the Scouts' schedules are complete and appropriate at that time. On-site class/schedule changes will only be allowed for emergency circumstances. Scouts requiring schedule changes must be accompanied by an authorized Unit leader. Scouts changing classes will be required to have a 'Change of Class' form in order to be allowed into the alternate class (i.e., no "walk-ins" are allowed into any classes).

MERIT BADGE COUSELORS AND VOLUNTEERS: There is no charge to register as a volunteer or Merit Badge Counselor. Please note that the Merit Badge College provides the classrooms, camping area, meals and equipment to help provide an environment conducive for learning. **It is up to each troop to help provide instructors for the Merit Badge and Five Arrow program.** The College expects every unit to have adults volunteer their assistance to the College (as counselors, Five Arrows Instructors, Food Service and/or other needed assistance).

LEADERSHIP: It is the policy of the Boy Scouts of America that ALL Scouting trips and outings maintain "TWO DEEP LEADERSHIP", one of whom must be 21 years of age or older. Because of the need for adult volunteers to help run the College, it is recommended that each unit bring one adult for every four Scouts registered. The College expects every unit to **provide at least TWO adults to volunteer their assistance to the College. We are especially in need of Merit Badge Counselors and Five Arrow Instructors.** Please sign up your adult volunteers by on-line through the College website (see link under the Programs section at www.sfcbsa.org).

For any questions about this program please contact the Dean of the SL-MBC at S_PBlair@bellsouth.net.

PAYMENTS:

Unit registration applications, deposits and payments can be made via several methods:

- **PREFERED METHOD:** On-line, with payment via credit card, PayPal or electronic check on the College's web site via at www.sfcbasa.org (under the 'PROGRAM' section)
- Payments may also be made in person at the South Florida Council Service Center, or
- By mailing payment to the South Florida Council Service Center, or
- By phone (305 362 0020 or 954 584 4200), with payment by credit card or unit account debit.

Checks should be made payable to **South Florida Council, BSA** and addressed to:

Merit Badge College
South Florida Council, BSA
15255 Northwest 82 Avenue
Miami Lakes, Florida 33016

Final payment, based on the number of adults and scouts registered to participate in Merit Badge College, must be received at South Florida Council no later than "Close of Business" of the 'Final full payment due at Council' date listed above (pg. 3), or the scouts and unit may be dropped from the schedule.

REFUNDS

The unit registration fee is non-refundable. On or before the "Scout & Adult Registration" cutoff date, the Scout and Adult portion of the fee is refundable, provided a written refund or email request is received by the SL-MBC Advisor, Brian Estler (bestler@sfcbasa.org). Refunds will be mailed approximately sixty 60 days after the event to the "Leader of Record" per the Unit's registration. After the "Scout & Adult Registration" cutoff date (page 3), all amounts paid are non-refundable if the Troop or Scout does not attend.

PROGRAM

WHICH PROGRAM IS FOR MY SCOUTS?

Merit Badge College is an opportunity for Scouts to meet with qualified counselors and earn merit badges needed for advancement toward Eagle Scout. For those merit badges having limited availability of counselors, it is a genuine opportunity that otherwise might have been missed. It is also an opportunity for new Scouts to begin their advancement toward First Class. Statistics prove that Scouts who attain First Class in their first year of scouting stay in the program.

Different Merit Badge Courses at the College are offered for different ranks. Scouts below the rank of **FIRST CLASS** have access to the **FIVE ARROWS ADVANCEMENT PROGRAM** as well as some Merit Badge classes. **Eagle required Merit Badges are restricted to FIRST CLASS Scouts and above.** For details see the "Rank Rules" link on the web site.

Remember it is you, the unit leader, who has final say as to how many and which merit badges a Scout may take at Merit Badge College. We offer a wide variety of merit badges, so take into account the merit badge counselor resources available to your troop and place the restrictions you deem appropriate for your Scouts attending Merit Badge College before approving their merit badge class schedules. The Council suggests that 50% of a Scout's merit badges be earned outside of his immediate troop. The College helps in meeting that goal.

RIGHT TO LIMIT OR CANCEL CLASSES

We reserve the right to limit registration for Merit Badge College or for any course. We also reserve the right to cancel courses or activities as needed. Although we will work to avoid having to cancel classes, those classes where a Counselor has not volunteered will be cancelled.

FIRST COME, FIRST SERVED

We have established class size limits to ensure a quality experience for your Scouts. Class attendance must be registered using our official web site. Troops or Scouts will be admitted to other activities on a first paid, first served basis. Many classes fill up quickly, so the sooner you register and enter schedules, the better opportunity your Scouts have to register for classes they want.

That said, it is also important to schedule wisely. A scheduled Scout is a seat taken, not available to anyone else.

QUALIFICATIONS FOR ATTENDING EAGLE REQUIRED MERIT BADGES

Because Eagle required merit badge classes have been consistently oversubscribed in previous years, it has become necessary to use the following equal opportunity qualifier to control the enrollment in these classes. Additionally, Counselors have repeatedly reported that certain Merit Badges are not appropriate for younger, less experienced Scouts.

Star ranked (or higher) scouts shall be qualified to attend any of the Eagle required merit badges at Merit Badge College. **First Class scouts** are able to attend a select list of Eagle required merit badges. See the "Rank Rules" link on the web site. **Scouts who have not achieved First Class** at the time their registration is submitted should concentrate on the Five Arrows Program. Merit badge courses Saturday evening and on Sunday will be open to "lower" ranked scouts.

MERIT BADGE REQUIREMENTS

Merit Badge requirements are revised from time to time. Merit Badge College will use the latest requirements as specified in the official BSA publications for all merit badges. Be certain the Scouts of your unit understand their obligation to fulfill the latest requirements and are in possession of the latest edition of merit badge books.

Some merit badges require pre-MBC and/or post-MBC counseling. Other merit badges require only at-MBC counseling to successfully fulfill all the necessary requirements. Check the list of prerequisites with your Scouts to determine what requirements should be completed before Merit Badge College. We suggest that each scout/parent look at the prerequisite link on the website for the most current merit badge requirements and those that should be completed before the college in order to complete the specified merit badge.

Many Merit Badge College Counselors will be available by e-mail, telephone and personally to advise Scouts needing pre-college counseling. Partial completions of merit badges will be recorded on the Class Attendance and Advancement Report provided to the unit post event.

CONCERNS

In the past, Counselors have expressed concerns that:

- Scouts attending class were NOT in proper uniform
- Some Scouts failed to show up for their class
- Some Scouts lacked preparation for the merit badges they sought.
- Some Scouts never bothered to obtain a copy OR READ the merit badge book
- Some Scouts wandered into a class for which they were not registered.

All Scouts must be enrolled for the merit badges they attend. **Absolutely NO "WALK-INS"** will be allowed in Merit Badge Class. If the Scout is not on the class roster, a 'class registration' slip must be presented to the instructor before the Scout may attend the class. The registration slip can be obtained from the Registrar's Office. If the scouts are not properly prepared and have not completed the prerequisites they will not earn the merit badge.

Work with your Scouts to register and prepare them appropriately. We have a sophisticated on-line registration system, which is critical to keeping records and planning for courses. Please work your Scouts' registration out carefully.

It is imperative that each unit work with their Scouts in preparing for the College. A list of prerequisites for each merit badge is available on the website. The list has been developed to enable scouts to complete merit badges. Completing the prerequisites before College will help ensure that the Scouts receive full credit for a badge, rather than receive a “partial”.

ADULT TRAINING PROGRAM

This program allows adults to take scout associated training class to increase their scouting skills and knowledge. The South Florida Council Training committee working with the MBC staff each year to determine which adult classes will be offered. Classes like ‘How to Teach a Merit Badge’ and ‘Troop Committee Advancement’ are essential for all parents of scouts. For a complete list of adult classes offered be go College website (see www.sfcbsa.org)

SERVICES & EXTRA CIRRICULAR ACTIVITIES

FOOD CONCESSIONS

There will be food and snacks available Friday evening through Sunday morning from the Merit Badge College Concession Stand. There will be a limited menu of pizza, hot dogs, snacks and drinks, etc. **NO FOOD CAN BE CARRIED INTO THE CLASSROOM BUILDINGS.**

ENTERTAINMENT

There will be entertainment consisting of movies provided throughout the weekend. Movies will be shown in the Auditorium on the same schedule as Merit Badge classes.

SCOUT’S OWN

A non-denominational Scout’s Own service will be conducted Sunday morning, before the commencement of classes.

TRADING POST

The trading post sells the supplies required for merit badges that required specific resources. Specific handicraft merit badges: Leatherwork and Basketry kits must be purchased at the MBC trading post. All Space Exploration MB rockets and motors must be purchased at the training post. Please check the MBC prerequisites list on the website for specific supplies that must be purchased

Additional Merit Badge College merchandise is available for sale including: **cups**, T-shirts, polo shirts, pens, pads, pencils, pins, hats and much more.

SCOUT SHOP

The Scout Shop at the South Florida Council Service Center in Miami Lakes has all the Merit Badge Books and other needed equipment and supplies. Additionally, the Scout Shop will operate an on-site “Scout Shop” at Merit Badge College. It will be open on Friday evening from 6 pm to 9 pm and Saturday from 7:30 am to 2 pm for the purchase of Merit Badge Books and other equipment, materials and supplies.

The on-site “Scout Shop” plans to stock books for each of the merit badges offered. However, they will have a limited supply, so books should be purchased in advance if possible.

RECREATIONAL ACTIVITIES

Units may wish to schedule some fun activities as well as classes. Units should make arrangements for these activities on their own, **BUT PLEASE CLEAR THEM AT COLLEGE HEADQUARTERS. REMEMBER THAT PROPER ADULT SUPERVISION IS ESSENTIAL. ABSOLUTELY NO ONE SHALL BE ALLOWED ON THE FOOTBALL FIELD, TRACK OR ANY EQUIPMENT IN OR AROUND THE ATHLETIC FIELDS.**

WHAT SHOULD I BRING?

Personal gear: In addition to the “normal stuff”, ensure you include: **Class “A” uniform (REQUIRED FOR ALL MEALS & CLASSES)**; poncho or rain gear; **DRINKING CUP** (must have own cup). Bring pens, pencils, paper, loose-leaf binders, clipboards and any other school supplies needed for advancement and merit badge classes.

Each Scout is required to be in possession of the Merit Badge Book for the class he is attending. **SUCCESS COMES TO THOSE BOYS WHO ARE, INDEED, PREPARED.** Scouts not in possession of the Merit Badge Book may, at the counselor’s discretion, be denied admittance to the Merit Badge Class. It is recommended, therefore, that any merit badge books, equipment, materials or supplies be purchased prior to arriving at Merit Badge College.

Given the number of scouts enrolled in each merit badge class, we are unable to provide individually needed equipment. Scouts need to review the requirements for the merit badges they seek and bring whatever special equipment that’s needed. Please NOTE:

- Finger Printing MB classes - all necessary equipment, materials and supplies will be provided.
- Leatherwork, Metalwork, and Basketry tools will be provided
 - Consumable products, e.g. leather, metal and basket kits, **will be on sale** at the MBC Trading Post
- Golf has greens fees ticket must be purchased at the MBC Trading post
- Space Exploration – rockets and rocket engines must be purchased at the MBC Trading Post

BLUE CARDS

Do not bring “Blue Cards” to College. Each unit will receive copies of computer generated attendance and advancement reports post event. Your unit advancement chairman and unit leader may complete blue cards for your scouts based on these reports, should your Council Service Center require them. The South Florida Council retains copies of these printouts for one year to verify records and answer inquiries.

CAMPUS

UNIFORMING: The official Merit Badge College Dress Uniform (Class “A”) must be worn by all Scouts for classes and activities including meals. The Dress Uniform (Class “A”) consists of Scout shirt (buttoned and tucked in), shorts/trousers, belt and socks. No sandals are allowed. After Classes, and meals, Class-B uniform is preferred.

COLLEGE AND CLASS VENUES

The 2012 Sol-Leiman Merit Badge College will be held at **Barbara Goleman High School 14100 NW 89th Ave Miami Lakes, FL, 33018**, in Northwest Miami-Dade County. A College Site Plan will be included in the check-in packet for each unit. They will also be posted at strategic locations throughout the campus. Most Merit Badge College classes and Five Arrows advancement classes will be conducted in a classroom atmosphere at Barbara Goleman High School. Where appropriate, classes will be held outdoors.

COLLEGE MEAL PLAN

A complete meal program, starting with Breakfast on Saturday and ending with Breakfast on Sunday, is included in the Merit Badge College registration fee. All meals will be served at the school’s cafeteria. Your ‘Name-tag’ is also your meal ticket and **MUST** be worn to obtain access to the meals. **ALL PARTICIPANTS ARE TO PROVIDE THEIR OWN DRINKING CUP.** The food staff and cafeteria will **NOT** have cups for participants. Drinking cups will be available through the Trading Post. **Class-A uniform is required to be worn at all meals.**

LOCAL TOUR PLAN

South Florida Council units that are properly registered through the web site are **NOT** required to file a separate Local Tour Plan. “Out of Council” units must file a Tour Plan with their local Council Service Center.

ARRIVAL AND CHECK IN: Please do not arrive before 5:30 pm Friday. Camping Registration will take place at the drop-off location, where you will receive your troop's campsite assignment. Your assigned campsite will be sufficient for the number of adults and scouts registered.

Be sure to bring chairs, folding tables and any other equipment needed at your campsite. Bring extra lanterns and filled water jugs (*ice for drink coolers is the responsibility of the unit, and is not available through the College*)

Unit registration will be conducted on Friday evening and, for non-camping units, on Saturday morning. To minimize congestion, please do not bring the entire troop to the registration area. Only bring the personnel required to complete paper work and carry identity/schedule badges.

Camping Units: When you arrive at Barbara Goleman High School, go to the drop-off location. After unit registration has opened, ONE leader should go to the Unit Registration Desk, located in the first floor corridor. Camping will be on the field adjacent to the parking areas.

Non-camping units should go directly to Unit Registration.

PARKING

Vehicles are to be parked in the lots adjacent to the School, as designated by Merit Badge College staff. At NO TIME are vehicles allowed onto the grass/camping areas of the School. Please follow directions and guidance provided by on-site staff when arriving, dropping off, or loading/unloading gear. **ALL VEHICLES MUST BE PARKED IN MBC DESIGNATED PARKING AREAS ONLY.** MBC designated parking areas are adjacent to the school. Signage will be properly placed to assist you. Unauthorized vehicles or vehicles parked in non-designated areas are subject to towing, at the owner's expense.

ENCAMPMENT AREA

VEHICLES, INCLUDING TROOP TRAILERS, SHALL NOT BE PERMITTED ACCESS TO THE ENCAMPMENT AREA AT ANY TIME (**NO** EXCEPTIONS) and must be parked in the designated parking areas. All equipment, Troop and Scout camping gear, and items to be used in camp must be hand-carried to your unit's designate site.

EQUIPMENT and PROVISIONS

It is the responsibility of each unit to "CARRY IN" all camping equipment and provisions needed at their campsite. Please keep personal belongings and camp gear secure at all times.

All garbage, refuse, rubbish and trash at troop campsites is that unit's responsibility and must be placed into TIED PLASTIC TRASH BAGS that are properly disposed of into designated refuse dumpsters or carried out on departure.

PORT-O-JOHN's

When there is a line, ladies first. Please be sure your Scouts understand, and use, the proper etiquette. Scouts should be instructed to keep the John's in a clean state. They are there for their use.

COOKING FIRES and FUELS

Because cafeteria meals are part of the program, the use of cooking fires are PROHIBITED.

TRANSPORTATION BETWEEN VENUES

All transportation to off-site Merit Badge classes will be arranged by the College staff.

CHECK-OUT & DEPARTURE

Troops may check out at any time between 12:30 noon and 2:00 pm Sunday using the following procedure.

Break camp, pack and load all Troop equipment. Thoroughly clean the entire unit campsite area. Thoroughly police your assigned community cleanup area. Properly dispose of all refuse. Send a Scout to the College Registrar for a College Ranger. With the Ranger, conduct a thorough inspection of the unit campsite and assigned cleanup area, correcting any deficiencies on-the-spot.

EVERY UNIT WILL BE ASSIGNED AN AREA OF THE CAMPUS TO CLEAN. Units will be asked to police specific "common use" areas of the campus. These assignments are to be completed before the unit will be dismissed by the College staff. After the successful inspection by a College Ranger, ONE unit leader should collect pick up their packet, which will include a Merit Badge College patch for each registered, paid adult leader & scout.

CLASS ATTENDANCE AND ADVANCEMENT REPORTS: Attendance and advancement records for your Scouts will be available online only through the DoubleKnot registration system. Use the same login and password as when you first registered to access advancement data.

CONDUCT and DISCIPLINE

COLLEGE CODE

The Scout Oath, The Scout Law and the Outdoor Code shall be the code of Merit Badge College. Scouts and adult leaders are to respect the privacy of others. They shall not walk through or stand around other encampments without first obtaining the expressed permission of the scouts or scouters occupying the campsite.

As with other scouting events, the use of alcoholic beverages, firearms, sheath knives and fireworks is positively prohibited. Use of motors, power plants and generators by attending units is not authorized.

Remember that we are guests of Barbara Goleman High School. There shall be NO LITTERING and NO DEFACING or DESTRUCTION of any dwelling or structure. Adequate adult supervision must be provided by each participating unit.

Discipline is the responsibility of the Scoutmaster or other designated adult leader in charge of the unit. A scout whose conduct is not consistent with the College Code will be referred to his Unit Leader for appropriate disciplinary action. Units unable to control the conduct of their Scouts will be directed to leave the College grounds immediately.

PROPERTY DAMAGE

Each unit and its Sponsoring Organization shall be liable, in the full amount, for theft and/or property damage caused by its adult leaders or Scouts. The Boy Scouts of America and South Florida Council, BSA does not provide insurance protection to units or sponsoring organizations for theft and/or property damage.

HEALTH & SAFETY

SECURITY

Each registered scout and adult will be issued an ID badge that MUST be worn at all times. Visitors are required to sign-in at the College registration office and obtain a Guest ID Badge. Anyone not having an authorized MBC ID Badge will be asked to leave the MBC campus

Because the public has access to the campus, units will need to exercise their own vigilance. Secure personal effects and valuables under lock & key. Report any incidents or problems to College Security, located at College Headquarters.

FIRST AID STATION

A First Aid Station will be located on campus. Illness or injury treated at the unit level **MUST** also be reported and logged at the First Aid Station. Serious illness or injury will be referred for medical attention, as required.

ID BADGES

Identification badges will be distributed at unit check-in only for registered Scouts and adults. The ID badges will be your Troop's meal ticket and admission to classes. The **BADGE MUST BE PROPERLY WORN AT ALL TIMES ON THE LANYARD PROVIDED**. Your ID badge is also your meal ticket. You will **NOT** be granted access to meals without your ID badge. If your ID badge is lost, you and a unit leader must go to the Registrar's office for a replacement.

EMERGENCY ALERTS

An Emergency Alert will be called by the College Dean at any time it becomes necessary to institute a College-wide emergency procedure, for example, in the event of fire, severe weather, a lost person or the need to evacuate the area.

Announcing & Recalling an Alert

An Emergency Alert is announced by a series of three quick blasts of an air horn, intermittently repeated.

The Recall of an Emergency Alert is sounded by a series of two long blasts of an air horn, intermittently repeated.

What to do first

When an Emergency Alert is sounded, all scouts and adult scouters shall immediately return to their assigned unit campsites and secure their areas.

The adult unit leader in charge shall take a roll count of all scouts and adult scouters for whom he is responsible and send a runner to the College Security Office at Headquarters to report unit status and await further instructions from the College Dean.

College Staff shall return to their assigned campsites, secure their areas and then immediately report to the College Security Office for further instructions.

The College Dean will dispatch College Staff, with advisories and instructions, to adult unit leaders. It is essential that adult unit leaders follow the College Dean's orders or instructions during an Emergency Alert.

FIRE

When the College Dean announces an Emergency Alert caused by fire, the adult unit leader shall direct the Troop Fire Marshall to execute the Troop Fire Guard Plan and to follow any additional instructions issued by the College Dean.

The Troop Fireguard Plan shall be in effect throughout the College and at each unit campsite. It shall be in accordance with the Troop Fireguard Chart BSA Form 3691, posted at each patrol campsite and updated daily. Each scout and adult scouter shall become familiar with this plan so as to react properly in the event of a fire.

SEVERE WEATHER

When the College Dean announces an Emergency Alert caused by severe weather, the adult unit leader in charge will direct the removal of all hanging lines and secure all tents, canvas, ground stakes and guy lines and follow any further instructions from the College Dean.

LIGHTNING

If you see a booming thunderstorm coming, go to the nearest shelter or building. Be sure you are not the tallest object around or the object closest to the clouds. You must make yourself as short as possible, covering as little of the ground as possible. Be aware that lightning can strike you from as far away as 5 miles!

LOST PERSON SEARCH

When the College Dean announces an Emergency Alert caused by a lost person, the name and description of the lost person and an assigned search area will be given to each adult unit leader in charge.

Using the buddy system, the unit will search the area assigned to it. At all times, unit members will remain in sight and sound contact with one another. During the search, searchers are to alternately call out the lost person's last name and provide a listening interval to hear any response.

After the assigned search area has been covered, the adult unit leader in charge will send a runner to the Security Office to report completion and await further instructions. The search will continue until the missing person is located or until the Emergency Alert is recalled by the College Dean.

PROGRESSIVE EVACUATION

When evacuation of the College Site is necessary and time permits, the adult unit leader in charge shall arrange for adequate transportation. He shall direct the scouts and adult scouters for whom he is responsible in securing their campsite and packing their unit and personal gear. When these arrangements are completed, the adult unit leader in charge shall check out with the Security Office at College Headquarters, properly accounting for all scouts and adult scouters for whom he is responsible, before final departure.

SPONTANEOUS EVACUATION

When time does not permit an orderly evacuation and immediate haste is necessary, the adult unit leader in charge shall take account of all scouts and adult scouters for whom he is responsible, and immediately lead his unit to safety. In such instances, personal safety is of the essence and no time should be wasted securing the campsite or collecting personal gear. College Staff not assigned to a unit shall guide misdirected Scouts to their unit evacuation area. When the College Dean recalls a spontaneous evacuation order, the adult unit leader in charge shall report to the College Registrar for permission to re-enter his unit's campsite area and reclaim any unit and personal gear therein.

No one may lawfully re-enter any campsite area after an evacuation without first obtaining permission from Security personnel.

LIMITED ALERT

A Limited Alert will be announced by the College Dean any time it becomes necessary to advise the participants of weather conditions unfavorable to a specific activity or event. Extremely strenuous activity in very hot or humid weather and water activities during gusty winds are examples when a Limited Alert may be called. In such instances, the College Dean will advise the adult leader(s) in charge of the specific activity or event affected that extra care is necessary to protect the safety and well being of participating Scouts and Scouters.

PERSONAL INJURY

In all instances involving emergency first aid, the adult leader at the scene shall dispatch a runner to the College Safety Officer at the First Aid Station for additional assistance. The College Safety Officer will take charge upon arrival at the scene. Under no circumstances should a seriously injured person be moved without proper assistance. All accidents or injuries requiring first aid must be reported to the College Safety Officer.

TROOP FIREGUARD PLAN

It is the responsibility of the Scoutmaster or the Adult Leader in Charge to train all scouts in fire prevention, fire detection, fire reporting and fire fighting. Correct procedures are outlined on the Troop Fireguard Chart, BSA Form 3691, a copy of which will be provided to the adult leader in charge of each attending unit. The Troop Fireguard

Chart is to be clearly posted at the troop encampment for all to see and follow. Organize to make the fireguard plan work by appointing capable troop and patrol fire wardens and deputies.

ABSENCES and EARLY DEPARTURES

No youth is to leave the campus without properly signing out with the Registrar at headquarters. No youth can sign out unless accompanied by an adult leader. An adult who is picking up or dropping off a youth must sign for that youth. The unit is responsible for providing a list to the registrar of any persons NOT allowed to pick up any youth. Adults that are registered participants should also sign out when leaving the campus.

HISTORY

ABOUT MERIT BADGE COLLEGE

Advancement is the keystone of the Scouting program because it builds a boys' confidence, gives him self-esteem and motivates him to stay in scouting for the long haul. Advancement is the engine that builds membership and participation in all other scouting activities.

During the past several years, earning merit badges had become increasingly difficult for most Scouts. District Counselor lists were outdated and many Counselors were unavailable. Earning merit badges often became difficult, and sometimes impossible.

Merit Badge College was started in 1992 under the direction of then Advancement Chairman Sol Leiman. Since then it has become the largest and most important activity for Boy Scouts in the South Florida Council. Merit Badge College is not a program that guarantees advancement. But, rather, it is an opportunity for Scouts to meet with qualified counselors, to help them earn the merit badges they need for advancement. For those merit badges with a limited availability of counselors, it is a particularly important opportunity that otherwise may have been missed. MBC is an important opportunity for you, as the adult unit leader, to begin or continue a vigorous advancement program for your Troop.

Merit Badge College has helped scouts advance further, kept more boys in Scouting and, in several instances, even helped deserving boys who otherwise might have missed the opportunity, to become Eagle Scouts. We have seen the results. **THE PROGRAM WORKS!**

Merit Badge College will continue to work, only if you participate, and help your Scouts to succeed. Start now to discuss with your Scouts what merit badges they plan to earn. Encourage them to wisely schedule classes and to use their time.

Be sure your scouts understand their obligation to be prepared, if their expectation is to complete a merit badge. If projects are required, see that they are completed prior to arrival at Merit Badge College. See the link to prerequisites on the web site.

It is each Scout's own responsibility to bring the "notes," "demonstrations," "showings," "completed projects" and any special equipment required for the merit badges he seeks.

Merit Badge Counselors often can determine, when counseling a boy, whether or not he has fulfilled certain requisites for a merit badge (... observe for 30 days ...). A Scoutmaster's note certifying the scout has completed such requisite work helps, particularly with those boys who lack communication skills or confidence.

It is the Merit Badge Counselor, however, who determines, finally, whether or not the boy has satisfactorily completed the requirements for a merit badge.

THE FIVE ARROWS ADVANCEMENT PROGRAM

Merit Badge College enhanced the program so that all scouts could participate rather than only those First Class, Star, Life and Eagle Scouts for whom it was originally intended.

In 1996 the college instituted the Five Arrows program, targeted to Tenderfoot, Second Class and First Class Scouts. The Five Arrows curriculum concentrates on the "early rank" advancement requirements in the Five areas of Scout Craft, Citizenship, First Aid, Physical Fitness and Personal Development. From Scout to First Class, each rank requires a demonstration of knowledge and proficiency in each of the Five Arrows areas.

Our objective at Five Arrows is simple -- assist unit leaders, particularly those with limited organization and resources, in meeting their responsibility to train younger scouts for advancement to First Class. The unit leader, as always, decides when a Scout in his or her unit is ready to advance. At Five Arrows, the unit leader does not relinquish his or her authority in matters of unit rank advancement.

The success of Five Arrows will not be measured by rank advancement but, rather, by the number of boys who remain in Scouting because they have been motivated to keep advancing toward First Class Scout. The Five Arrows is your opportunity to begin or continue a vigorous advancement program for your Troop.

Start now to discuss with your Scouts what advancement classes they plan to attend. Review the personal outdoor equipment and school supplies they'll need, and be certain they pack all the necessary gear.