

TROOP 442 PRE-CAMPOUT CHECKLIST

Scoutmaster

- ❑ Select Scoutmaster and Assistant to lead the campout.
- ❑ Create itinerary of events, plan program, and coordinate with Troop Guide.

Campout Scoutmaster

- ❑ Assure the campout is attended by leaders with proper certifications (i.e., Safe Swim, Safe Afloat, etc.)
- ❑ Assure necessary gear is available for planned instructions.
- ❑ Make patrol assignments based on signups.
- ❑ Assure patrol menus are planned and approved.
- ❑ Enlist an Adult Grubmaster.
- ❑ Enlist an Adult Medical Coordinator.
- ❑ Submit BSA Local Tour Permit to Council for approval.
- ❑ Prepare trip maps and attach driver cell phone listing.
- ❑ Assure a scout is assigned as campout photographer.
- ❑ Ensure sanitation needs are planned as necessary.

Outdoor Coordinator

- ❑ Make camp reservations.
- ❑ Prepare Permission Slip for campout.
- ❑ Prepare BSA Local Tour Permit for Campout Scoutmaster to submit to Council.
- ❑ Assure personal health histories are available for attendees.
- ❑ Generate signup sheets for adults and scouts. Ensure proper ratio of adults to scouts.
- ❑ Ensure permission slips and fees are collected from attending scouts.
- ❑ Obtain Driver information and insurance information.
- ❑ Assign drivers to haul equipment.
- ❑ Obtain necessary licenses as applicable (boating, fishing, etc.)