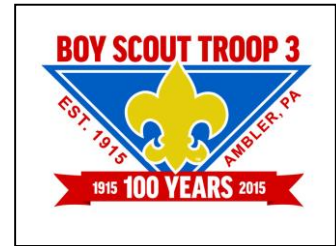


Senior Patrol Leader Campout Checklist



Campout Name: _____

Date of Campout: _____

3 Monday Meetings before the Campout:

- ___ Get this checklist out and begin following it and checking off completed items.
- ___ Discuss campout plans with the Adult Leader and Trip Youth Leader in charge of the campout.
- ___ Make sure reservations have been made already.
- ___ Announce at the troop meeting for Scouts to get their permission forms in at next week's meeting, and to sign up on Sign Up Genius. Links for these 2 items can be found on the troop website.

2 Monday Meetings before Campout:

- ___ Collect trip permission forms – they should be due at this meeting
- ___ Share this information with the trip adult leader and youth trip leader
- ___ Determine troop gear needed and inform QM, so he has time to prepare.

Monday meeting before Campout:

- ___ Menu Planning: all patrol menus must be reviewed by the SPL and an ASM/SM. Ensure patrols are cooking a hot Saturday and Sunday breakfast (ex. No Pop Tarts) and cooking a reasonable Saturday dinner (ex. No hot dogs). Need a vegetable and/or fruit for each meal.
- ___ Cover any safety or special gear preparations.
- ___ Finalize headcount with trip adult leader, using Permission Slips handed in.
- ___ Ensure that PLs have assigned "Food Shoppers" and that PLs know that THEY are to attend food shopping as well. Or have them assign their APL in their absence. Remind PLs to remind their food shoppers via email, text, or phone call sometime on Wednesday.
- ___ Remind QM to prepare and send to you, a food and supplies list for food shopping.
- ___ Remind whoever is running the Saturday night campfire program, to have it prepared.

Wednesday:

- ___ Send a reminder to your PLs that they must attend Food Shopping, Bring Their Menus, AND Hand to you their Filled In Duty Roster. Remind them of the place and time as well.

___ Follow up with the QM, if you have not yet received his Swamp Food and Supplies inventory list.

Thursday Food Shopping @ 7 PM:

___ Have a list, prepared ahead of time by the QM, for food and supplies available from The Swamp. ___
Collect Duty Rosters from each Patrol Leader.

___ Review each patrol's roster – it should be complete, fair, and legible. If not, work with the PL to revise.

___ Review each patrol's basket, making sure they are practicing common sense food shopping.

Friday (Campout Departure):

___ Have duty rosters along.

___ Have a list, prepared ahead of time, to make sure the QM and PLs bring the correct gear for the trip.

___ Assign Scouts to cars, as per transportation plan.

Upon Arrival at Campsite / Friday night:

___ SPL consults with SM on best camping location.

___ SPL selects patrol sites with with PLs

___ Each patrol sets up kitchen area with rainfly, table, lantern, patrol box set up, trash can with trash bag, and drinking water container (filled)

___ Assign set up of troop banner, troop flag, American flag

___ Each patrol's duty roster should be posted on the side of their patrol box

___ Meet with PLC to discuss wake time, breakfast preparation and cleanup goals, as well as the next day's activity plan.

___ All lights are out and Scouts in their tents, at the designated "lights out" time.

Saturday Night:

___ Have assigned person or patrol assigned, run the campfire program.

___ Meet with PLC to discuss plan for breakfast, cleanup, & pack up plans – for a timely departure.